GUAM MEMORIAL HOSPITAL AUTHORITY
BOARD OFFICE
850 Governor Carlos Camacho Road
Tamuning, GU 96913
(P) 671-647-2367 of 2415 | (F) 671-649-0145

GL# 34-17-133
Speaker Benjamin J.F. Cruz

JAN 30 2017
Time: 10:41 Received By

VIA HAND DELIVERY

January 27, 2017

Honorable Benjamin J. F. Cruz
Speaker of I Minatrentai Kuattro Na Liheslaturan Guåhan
155 Hesler Place
Hagåtña, GU 96910

RE: REPORTING REQUIREMENTS FOR BOARDS AND COMMISSIONS

Dear Speaker Cruz:

In accordance with Ch. 8 of Title 5 GCA, Section 38, §8113.1, Reporting Requirements for Boards and Commissions, enclosed is a compact disc containing electronic copies of all materials presented and discussed at the GMHA Board of Trustees meeting held on January 19, 2017 at 6:00 p.m. in the Daniel L. Webb Conference Room.

Please contact me directly at 647-2415 if you have any questions.

Respectfully,

Theo M. Pangelinan
Administrative Assistant – Board Office

2017 JAN 30 AM 11:13

Acknowledged Receipt:

_____

Date: _____

0133

Trump vows 'insurance for everybody' in replacing Obamacare

(Reuters) - U.S. President-elect Donald Trump aims to replace Obamacare with a plan that would envisage "insurance for everybody," he said in an interview with the Washington Post published on Sunday night.

Trump did not give the newspaper specifics about his proposals to replace Democratic President Barack Obama's signature health insurance law, but said the plan was nearly finished and he was ready to unveil it alongside the leaders of the Republican-controlled Congress. The Republican president-elect takes office on Friday.

'Lower numbers, much lower deductibles'

"It's very much formulated down to the final strokes. We haven't put it in quite yet but we're going to be doing it soon," Trump told the Post, adding he was waiting for his nominee for health and human services secretary, Tom Price, to be confirmed.



The plan, he said, would include "lower numbers, much lower deductibles," without elaborating.

"We're going to have insurance for everybody," Trump said. "There was a philosophy in some circles that if you can't pay for it, you don't get it. That's not going to happen with us."

Trump was also quoted as saying in the interview that he would target pharmaceutical companies over drug pricing and insist they negotiate directly with the Medicare and Medicaid government health plans for the elderly and poor.

Obamacare expanded health coverage to some 20 million people

U.S. House Republicans won passage on Friday of a measure starting the process of dismantling the Affordable Care Act, popularly known as Obamacare, despite concerns about not having a ready replacement and the potential financial cost of repealing the law.

With the vote, Republicans began delivering on their promise to end Obamacare, also a campaign pledge of Trump, who has called the program a "disaster."

The law, which expanded health coverage to some 20 million people, has been plagued by increases in insurance premiums and deductibles and by some large insurers leaving the system.

Republicans have called Obamacare federal government overreach and have sought to undermine it in Congress and the courts since it was passed by Democratic majorities in the House and Senate in 2010.

Democrats say Obamacare has allowed growing numbers of Americans to get medical insurance and helped slow the rise in health care spending.

Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan
850 Gov. Carlos Camacho Road
Tamuning, Guam 96913

PUBLIC NOTICE

BOARD OF TRUSTEES MEETING

Date: Thursday, January 19, 2017
Time: 6:00 p.m.
Place: 1st Floor, Daniel L. Webb Conference Room

An executive session will take place before regular business.

Please contact Toni Tenorio, EEO Officer/ ADA Coordinator at 647-2218/2418 for special accommodations, auxiliary aids, or other services.

/s/ Peter John D. Camacho, M.P.H.
Hospital Administrator/CEO

Kumision Inangokkon Tano' Chamoru
Chamorro Land Trust Commission

The Chamorro Land Trust Commission Board Meeting will be held on **Thursday, January 19, 2017 at 1:00 pm**, Department of Land Management conference room, 3rd Flr. of the ITC Building 590 S. Marine Corps Drive, Tamuning.

Individuals requiring special accommodations, auxiliary aids or services, may contact 649-5263 ext 617.

This ad paid for by Government funds.

Discovery Group of Guam
Statement of Activities
January 1, 2016 to December 31, 2016

Income		
Donations		50.00
Interest		46.94
Total Income	$	96.94
Expense		
Memberships		345.00
Operating Expenses		160.00
Total Expense	$	505.00
Net Revenue (Loss)	$	(408.06)

Statement of Financial Position
January 1, 2016 to December 31, 2016

ASSETS		
Current Assets		
Cash in bank		42,765.21
TOTAL ASSETS	$	42,765.21
LIABILITIES & EQUITY		
Liabilities		-
Total Liabilities		-
Equity		
Opening Balance Equity		43,173.27
Net Revenue (Loss)		(408.06)
Total Equity		42,765.21
TOTAL LIABILITIES & EQUITY	$	42,765.21

TO THE BEST OF MY KNOWLEDGE, THE ABOVE STATEMENT IS TRUE AND CORRECT
ELIZABETH C. GAYLE - TREASURER

AIRPORT GUAM

IMPROVING our AIRPORT & **ENHANCING** GUAM's **BUSINESS** Investment Potential

WE'RE ON IT 24/7

REQUEST FOR PROPOSAL
Designated Aviation Channeling (DAC) Services

RFP NO: RFP-003-FY17
SUBMISSION DEADLINE: 4:00 pm - January 23, 2017 GIAA Executive Office

The **Antonio B. Won Pat Int'l. Airport Authority, Guam (GIAA)** is soliciting proposals from professional firms for the above-listed project/service. RFP packages may be obtained between 8:00 am - 5:00 pm Monday through Friday, excluding holidays from the 3rd floor GIAA Executive Office, Main Terminal and are also available for download at **www.guamairport.com**. A non-refundable fee of Twenty Five U.S. Dollars ($25.00) will be charged for each printed packet or Ten U.S. Dollars ($10.00) for an electronic pdf file on cd, payable to GIAA in cash or certified/cashier's check. The GIAA recommends that all prospective proposers, register contact information by writing to the Executive Manager or by visiting the GIAA Administration Office and by submitting the Acknowledgment of Receipt Form included as part of the RFP. GIAA shall not be liable for failure to provide notice(s) to any proposer who did not register contact information. GIAA shall have the right to reject, in whole or in part, proposals or offers which have been submitted in response to this RFP, pursuant to 2 GAR Div. 4, § 3115(d)(2)(4) and/or cancel this RFP if it is determined to be in the best interest of GIAA as allowed by Guam law and/or the Guam Procurement Regulations. For additional information, contact the GIAA Procurement Office at (671) 646-0300~02 during the hours stated above.

CHARLES H. ADA II
Executive Manager

PETER ROY MARTINEZ
Deputy Executive Manager

ATURIDAT PUETTON BATKON AIREN ENTENASIONAT GUAHAN

Trump receives reports that Russia has damaging details about him



(Reuters) – Classified documents that the heads of four U.S. intelligence agencies presented last week to President-elect Donald Trump included claims that Russian intelligence operatives have compromising information about him, two U.S. officials said Tuesday evening.

They told Reuters the claims, which one called "unsubstantiated," were contained in a two-page memo appended to a report on Russian interference in the 2016 election that U.S. intelligence officials presented to Trump and President Barack Obama last week.

Trump responded on Tuesday evening in a tweet calling the reports: "FAKE NEWS – A TOTAL POLITICAL WITCH HUNT!" The Trump transition team did not immediately respond to a request for comment. One of the officials, both of whom requested anonymity to discuss classified matters, said the Federal Bureau of Investigation and other U.S. agencies are continuing to investigate the credibility and accuracy of the claims.

They are included in opposition research reports made available last year to Democrats and U.S. officials by a former British intelligence official, most of whose past work U.S. officials consider credible.

The official said investigators so far have been unable to confirm the material about Trump's financial and personal entanglements with Russian businessmen and others whom U.S. intelligence analysts have concluded are Russian intelligence officers or working on behalf of Russian intelligence.

Office of the Attorney General's Employee Association
Income and Expenses for year ending 12/31/16

Income:	
Fundraising	$8,528.11
Ticket Sales	$2,000.00
Donations	---
Beginning Balance	$3,391.04
	$13,919.15
Expenses:	
Fundraising	$1,200.00
Employee Events	$450.00
Christmas Party	$9,380.00
	$11,030.00

Balance Sheet
12/31/2016

Assets:	
Cash	$2,889.15
Total Assets	$2,889.15
Liabilities and Fund Balance:	
Liabilities	---
Fund Balance	$2,889.15

Certified By:
/s/ Phillip Cruz - TREASURER • /s/ Elisa Taleu - PRESIDENT

Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan
850 Gov. Carlos Camacho Road
Tamuning, Guam 96913

PUBLIC NOTICE

BOARD OF TRUSTEES MEETING

Date: Thursday, January 19, 2017
Time: 6:00 p.m.
Place: 1st Floor, Daniel L. Webb Conference Room

Please contact Toni Tenorio, EEO Officer/ ADA Coordinator at 647-2218/2418 for special accommodations, auxiliary aids, or other services.

/s/ PeterJohn D. Camacho, M.P.H.
Hospital Administrator/CEO

2016 YIR ASSEMBLE & WIN
WIN $300 (1st Place), $200 (2nd Place), or $100 (3rd Place) IN CASH!

THE GUAM DAILY POST
Bulletin Board Puzzle

WHAT YOU'LL NEED
-SCISSORS
-TAPE
-CAMERA
-FACEBOOK ACCOUNT
-2 COPIES OF YIR SPECIAL EDITION

1 Cut out each page from the 2016 YIR Special Supplement.



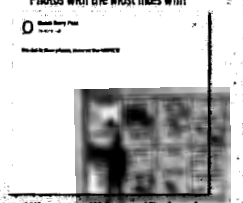
2 Assemble each piece matching their placement on the bulletin board puzzle. All pieces must line-up correctly.



3 Post the bulletin board puzzle for display & take a photo beside it.



4 Email the photo to promotions@postguam.com and we will post it to our YIR Facebook album. Photos with the most likes win!



Email your photos from January 4-28 to promotions@postguam.com

Winners will be notified and announced on Monday, Feb. 1, 2017

MOST-LIKED PHOTOS BY 3PM, JANUARY 29TH WILL WIN!

Copies of the 2016 YIR supplement are available at the Guam Daily Post main office, 388 S. Marine Corps Dr. Ste. 301 Tamuning.



GMHA Board of Trustees

Thursday, January 19, 2017 | 6:00 p.m. | Daniel L. Webb Conference Room

AGENDA

I. CALL MEETING TO ORDER AND DETERMINATION OF QUORUM
Note: Five (5) members establish a quorum.

II. EXECUTIVE SESSION

III. ACCEPTANCE OF REGULAR SESSION MINUTES
A. December 6, 2016

IV. NEW BUSINESS
A. 01/18/17 Letter from the Office of Senator Rodriguez

V. OLD BUSINESS
A. GMH We Care Charity Fund Updates

VI. BOARD SUBCOMMITTEE REPORTS
A. Joint Conference and Professional Affairs
    1. Medical Staff Peer Review policy
    2. Ongoing Professional Practice Evaluation policy

B. Quality and Safety
    1. Non-clinical Dashboard: CY-2016, 3Q, Month 3
    2. CART Data: CY-2016, 3Q
    3. QAPI Dashboard: CY-2016, 3Q, Month 3
    4. Patient Safety Dashboard: CY-2016, 3Q
    5. Nutrition Care Manual for Adults and Pediatrics

C. Human Resources
    1. Staffing Summary: December 2016
    2. Res. 2017-20, Relative to the Creation of IT Positions and Amendment of the Hospital IT Administrator Position

D. Facilities, Capital Improvement, and Information Technology
    1. Res. 2017-18, SNU Exterior Emergency Walkway Project

E. Governance, Bylaws, and Strategic Planning
    1. Executive Summary of the Strategic Plan of Corrective Actions

F. Finance and Audit
    1. Financials: October and November 2016
    2. Res. 2017-19, Relative to Approving 36 New Fees

VII. ADMINISTRATORS REPORTS
A. Hospital Administrator/CEO
B. Associate Administrator of Medical Services
C. Associate Administrator of Professional Support Services (Acting)
D. Assistant Administrator of Nursing Services
E. Chief Financial Officer
F. Medical Staff President

VIII. PUBLIC COMMENT

IX. ADJOURN MEETING

GMHA Board of Trustees
REGULAR SESSION ATTENDANCE

Thursday, January 19, 2017 | 6:00 p.m. | Daniel L. Webb Conference Room

NAME	TITLE	SIGNATURE
Board Members:		
Eloy S. Lizama	Chairperson	
Lillian Perez-Posadas	Vice-chairperson	Excused (Off-island)
Melissa Waibel	Secretary	
Valentino Perez	Treasurer	
Sharon Davis	Trustee	
Ricardo M. Terlaje	Trustee	
Jeanine "Jenny" Cruz	Ex-officio Member	
Executive Management:		
PeterJohn D. Camacho	Hospital Administrator/CEO	
Benita A. Manglona	Chief Financial Officer	
Zennia C. Pecina	Assistant Administrator of Nursing Services	Excused
Vincent A. Duenas, MD	Associate Hospital Administrator of Medical Services	
Kozue Shimabukuro, MD	Assistant Associate Hospital Administrator of Medical Services	
Friedrich C. Bieling, MD	Medical Staff President	
Guests:		

Note: More space on reverse side

GMHA Board of Trustees
EXECUTIVE SESSION ATTENDANCE

Thursday, January 19, 2017 | 6:00 p.m. | Daniel L. Webb Conference Room

NAME	TITLE	SIGNATURE
Board Members:		
Eloy S. Lizama	Chairperson	
Lillian Perez-Posadas	Vice-chairperson	Excused (Off-island)
Melissa Waibel	Secretary	
Valentino Perez	Treasurer	
Sharon Davis	Trustee	
Ricardo M. Terlaje	Trustee	
Others:		
Atty. John Fisher	Legal Counsel	Present
	Court Reporter	

CART DATA CY2016	1Q 07/01 - 09/31 2015	N/D	2Q 10/01 - 12/31 2015	N/D	3Q 01/01 - 03/31 2016	N/D	4Q 04/01 - 06/31 2016	N/D	GMHA AVERAGE	TOTAL N/D
ACUTE MYOCARDIAL INFARCTION (AMI)										
Fibrinolytic Meds within 30 minutes of arrival	57%	4/7	100%	1/1	**Retired Indicator**				**63%**	5/8
EMERGENCY DEPARTMENT (ED)										
Median Time (in minutes) from ED arrival to ED departure for admitted ED patient (overall rate)	**Abstraction began in CY2016-2Q**		393.5		423				**408.25**	
Admit Decision Time to ED Departure Time for admitted patients (overall rate)			223		195				**209**	
IMMUNIZATION (IMM)										
Pneumococcal Immunization - OVERALL RATE	**Abstraction began in CY2016-2Q**		46%	6/13	**Retired Indicator**				**46%**	6/13
Pneumococcal Immunization - Age 65 and older			86%	*6/7*					**86%**	6/7
Pneumococcal Immunization - High Risk Population (5 to 65 years old)			0%	*0/6*					**0%**	0/6
Influenza Immunization			46%	6/13	28%	30/109			**30%**	36/122
SEPSIS (SEP)										
Early Management Bundle, Severe Sepsis / Septic Shock	**Abstraction began in CY2016-2Q**		0%	0/5	0%	0/11			**0%**	0/16
PERINATAL CARE (PC)										
Elective Delivery (PC-01)	0%	0/193	***	***	1%	1/100			**0%**	1/293
STROKE (STK)										
Given venous thromboembolism (VTE) prophylaxis	58%	23/40	73%	11/15	73%	11/15			**64%**	45/70
Given antithrombotic therapy on discharged	91%	21/23	93%	13/14	100%	11/11			**94%**	45/48
Given anticoagulation therapy for Atrial Fib-Flutter	100%	5/5	100%	1/1	100%	1/1			**100%**	7/7
Given thrombolytic therapy	0%	0/4	0%	0/1	25%	1/4			**11%**	1/9
Given antithrombotic therapy by the end of hospital day 2	76%	19/25	86%	12/14	100%	8/8			**83%**	39/47
Given statin medication on discharge	90%	19/21	100%	13/13	**Retired Indicator**				**94%**	32/34
Given stroke education	54%	14/26	100%	11/11					**68%**	25/37
Assessed for rehabilitation	94%	32/34	100%	14/14	100%	13/13			**97%**	59/61
VENOUS THROMBOEMBOLISM (VTE)										
Venous Thromboembolism Prophylaxis	**Abstraction began in CY2016-2Q**		100%	2/2	**Retired Indicator**				**100%**	2/2
Intensive Care Unit Venous Thromboembolism Prophylaxis			*	*					*	*
Venous Thromboembolism patients with anticoagulation overlap therapy			40%	2/5					**40%**	2/5
Venous Thromboembolism Warfarin Therapy Discharge Instruction			100%	6/6	100%	2/2			**100%**	8/8
Hospital-Acquired Potentially Preventable Venous Thromboembolism			0%	0/1	*	*			**0%**	0/1

KEY LEGEND

* No cases eligible for inclusion within the denominator ** Measure not included this quarter *** No Report

The data in this report is abstracted by the Quality Improvement Specialists on a quarterly basis, (using prior discharge dates) and electronically submitted via the CMS Abstraction and Reporting Tool (CART). The exception is the Perinatal Core Measure (PC), which is abstracted and electronically submitted via Quality Net. ***Source: Measures-Hospital IQR***

Guam Memorial Hospital Authority

Performance Improvement Dashboard - Non-Clinical Divisions Month 3

PERFORMANCE KEY: Better than Expected | Expected | Needs more work | Worse than expected | No Data Collected

CORE VALUES	DEPT.	INDICATORS / MEASURES	GOAL	CY2015	1Q	2Q	3Q	4Q	2016
FISCAL SERVICES DIVISION - July, August, September 2016									
A	FINANCE	Accurate Accounts Payable Documentation	> 95%	100%	99.4%	99.7%	99.3%		99.5%
		Financials Completed by 10th Business Day	> 95%	100%	100%	100%	100%		100%
A, C		Budget to Actual Reports Released by 15th Day	> 95%	100%	100%	100%	100%		100%
A	PAYROLL	Accurate Payroll	> 95%	99.8%	99.8%	99.8%	99.8%		99.8%
		Physician Time Study Forms Signed	> 90%	56%	91%	55%	54%		67%
		Payroll Daily/Weekly Reports with documented Manager Responses	> 85%	79%	69%	80%	83%		77%
		Timekeeping Adjustments performed by Payroll Staff	< 7.5%	4%	4.21%	3.25%	3.36%		3.61%
OPERATIONS DIVISION - July, August, September 2016									
A, E, S	SECURITY	***Reported PI as part of the EOC Dashboard (Month 1 rotation)***							
A, E	MATERIALS MANAGEMENT	Stock Control - % of total stock items available for issue from the warehouse	85%	86%	71%	75%	80%		75%
		Procurement - % of total requisition converted to purchase order within 8 days of fund certification	85%	81%	81%	73%	88%		81%
A, E, S		CSR - Total critical care inventory available & ready for issue in CSR	85%	81%	82%	71%	74%		76%
A, C		Report of Survey - % of total inventory disposed relative to total value of inventory	< 1%	2%	2%	1%	0.3%		1%
A, S	PLANNING	***Reported PI as part of the EOC Dashboard (Month 1 rotation)***							

Materials Management CY2015 average lacks data from November and December 2015

Doc. No. 34GL-17-0133.*

CLINICAL DIVISIONS DASHBOARD

Quality Assessment and Performance Improvement for BOT-Q&S via PIC

CY-2016-3Q – Month 3 Rotation

12/21/2016

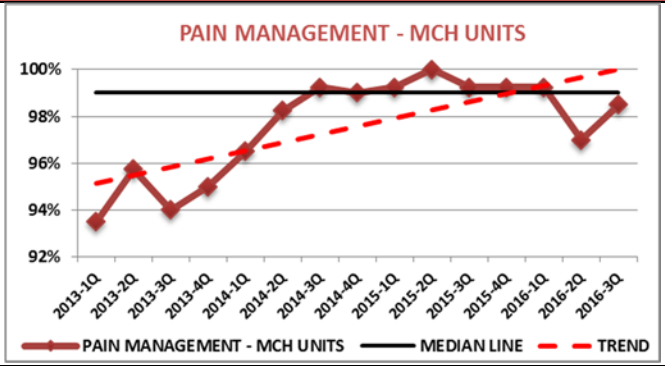
NURSING SERVICES DIVISION

Prior Quarter: 97%

Current Quarter: 99%

Direction of Change: ↑

Goal: 90%

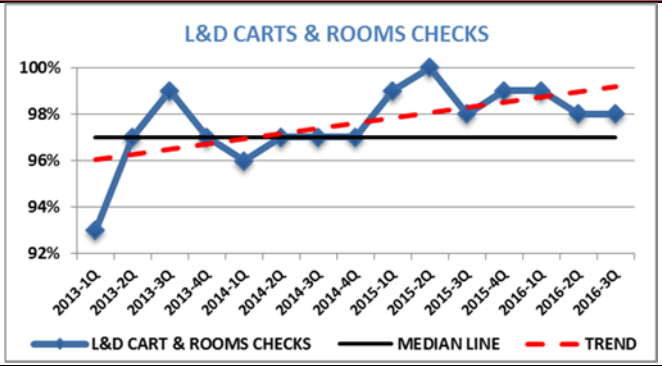


Prior Quarter: 98%

Current Quarter: 98%

Direction of Change: →

Goal: 95%

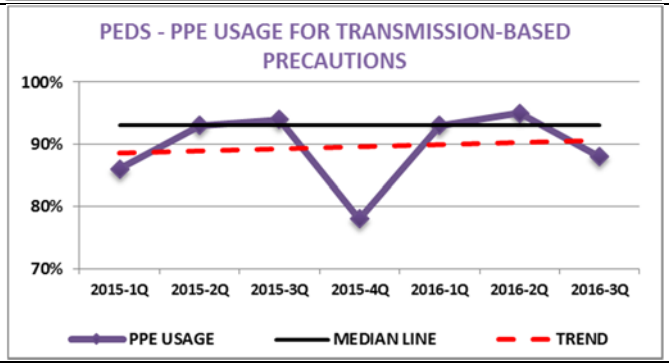


Prior Quarter: 95%

Current Quarter: 88%

Direction of Change: ↓

Goal: 90%

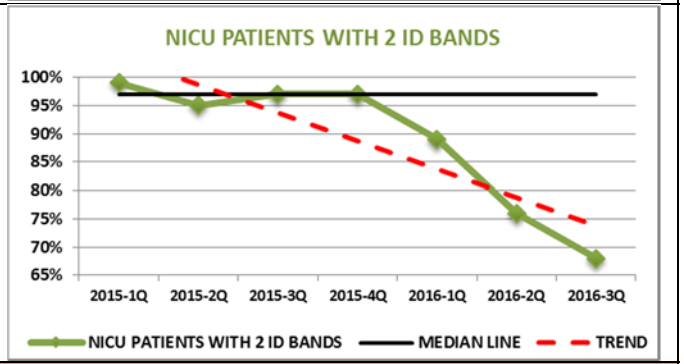


Prior Quarter: 76%

Current Quarter: 68%

Direction of Change: ↓

Goal: 100%



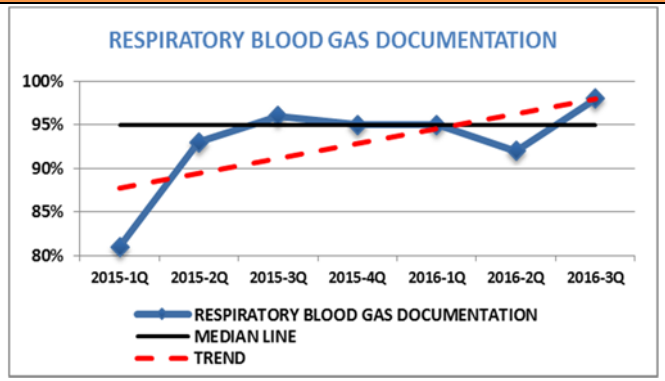
PROFESSIONAL SUPPORT DIVISION

Prior Quarter: 92%

Current Quarter: 98%

Direction of Change: ↑

Goal: 90%

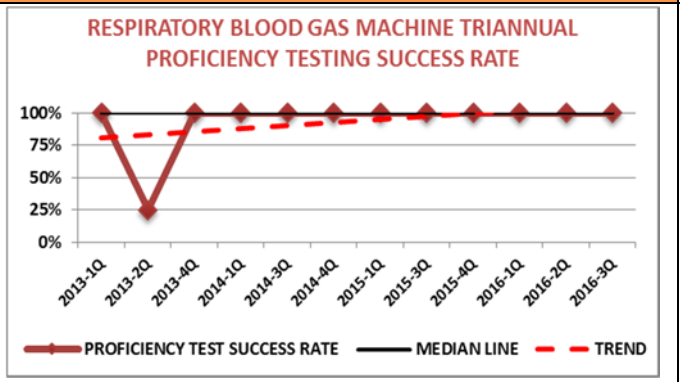


Prior Quarter: 100%

Current Quarter: 100%

Direction of Change: →

Goal: 100%



Doc. No. 34GL-17-0133.*

CLINICAL DIVISIONS DASHBOARD

Quality Assessment and Performance Improvement for BOT-Q&S via PIC

CY-2016-3Q – Month 3 Rotation

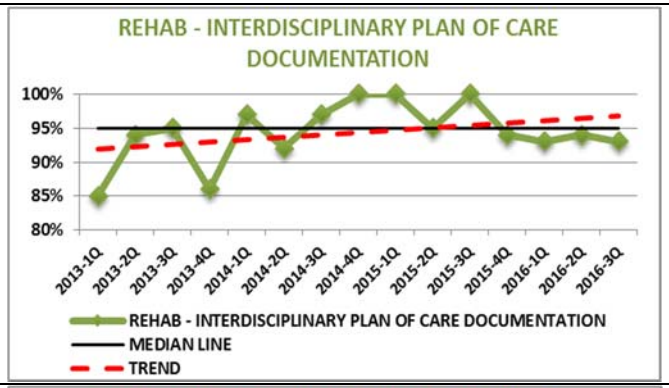
12/21/2016

Prior Quarter: 94%

Current Quarter: 93%

Direction of Change: ↓

Goal: 90%

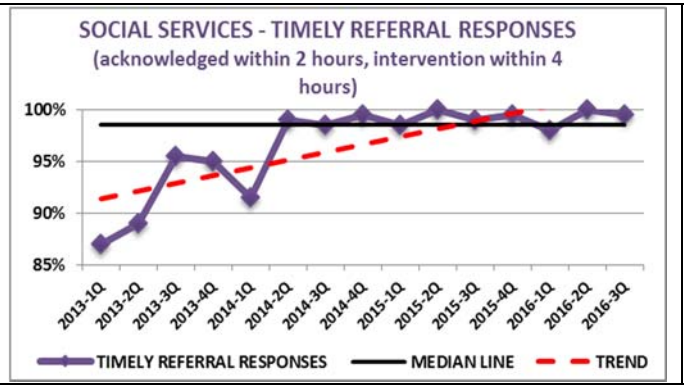


Prior Quarter: 100%

Current Quarter: 100%

Direction of Change: =

Goal: 90%

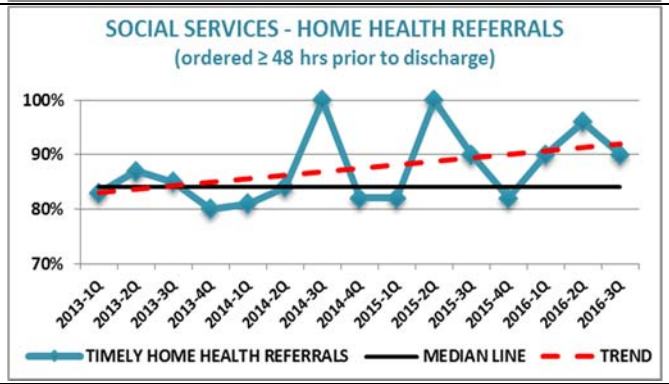


Prior Quarter: 96%

Current Quarter: 90%

Direction of Change: ↓

Goal: 90%



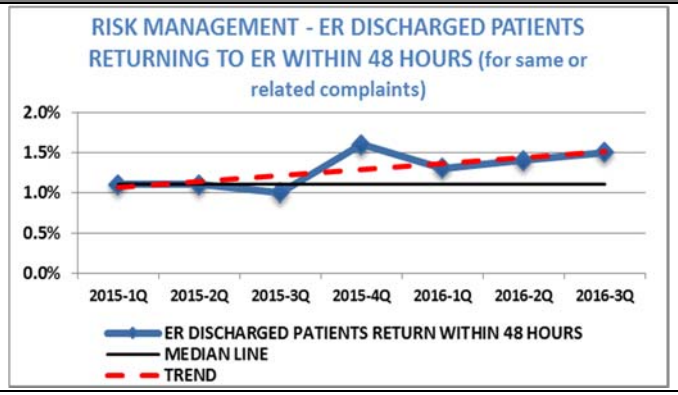
MEDICAL SERVICES DIVISION

Prior Quarter: 1.4%

Current Quarter: 1.5%

Direction of Change: Unknown

Goal: ???

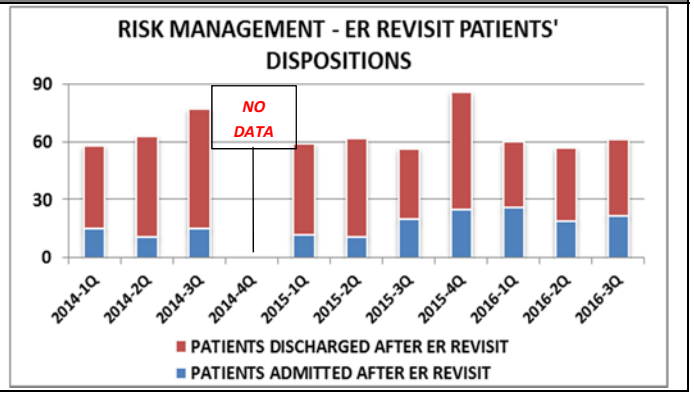


Prior Quarter: Total of 57 patients

Current Quarter: Total of 61 patients

Direction of Change: Unknown

Goal: ???



Doc. No. 34GL-17-0133.*

CLINICAL DIVISIONS DASHBOARD

Quality Assessment and Performance Improvement for BOT-Q&S via PIC

CY-2016-3Q – Month 3 Rotation

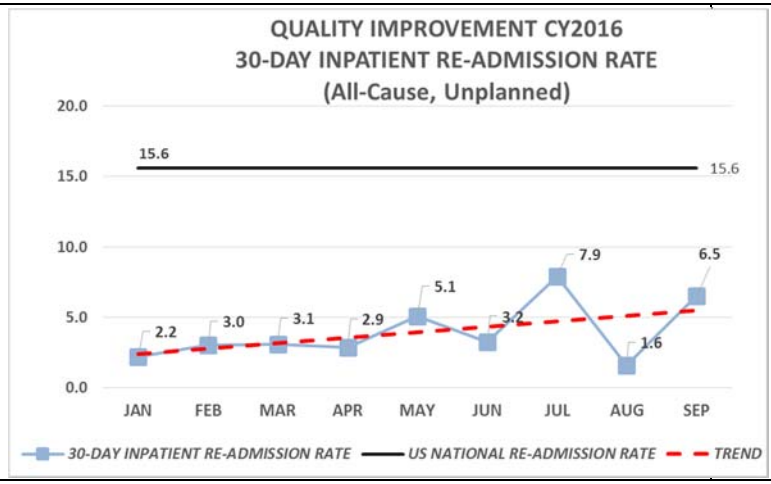
12/21/2016

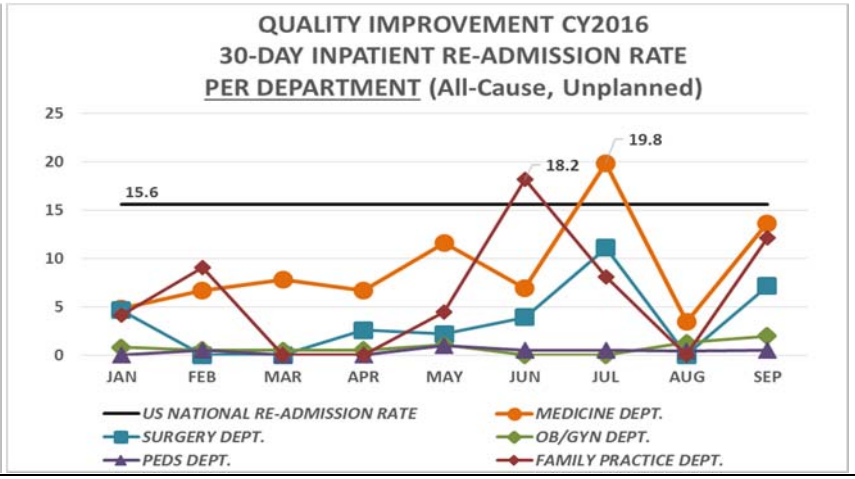
Prior Month:
1.6

Current Month:
6.5

Direction of Change:

Goal: < 15.6





BENCHMARK SOURCE: RATE OF READMISSION AFTER DISCHARGE FROM HOSPITAL (HOSPITAL WIDE), MEASURE ID - READM_30_HOSP_WIDE; FROM DATA.MEDICARE.GOV; MEASURED FROM 07/01/2012-06/30/2015;
https://data.medicare.gov/Hospital-Compare/Readmissions-and-Deaths-National/qqw3-t4ie
NOTE – QI Specialists continue to research benchmarks more appropriate to age-specific populations (e.g. pediatrics)

PLEASE SEE ATTACHED CART TABLE

Dashboard Indicators with INCOMPLETE or NO DATA submission for CY2016-3Q:

- *None*

19 January 2017

Chair
Board of Trustees
Guam Memorial Hospital Authority

Sir,

In accordance with law and regulation, I recommend that the Board of Trustees meet in executive session to discuss a matter currently in litigation in the Superior Court of Guam involving the Guam Memorial Hospital Authority.

Thomas J. Firth

Guam Memorial Hospital Authority
ADMINISTRATION OFFICE
01/19/17
JAN 19 2017
Received By

GUAM MEMORIAL HOSPITIAL AUTHORITY
Strategic Plan of Corrective Action
Executive Summary
January 2017

GMHA Executive Leadership has completed its Strategic Plan Of Corrective Action (SPOCA) as it relates to the implementation of GMHA's 2013 Strategic Plan; and that SPOCA includes our final Score Card of that implementation process utilizing a scoring scale from 1 to 10 (10 being the highest score). As you are aware, the 2013 Strategic Plan was broken down into the following five (5) Strategic Goals: (1) Achieving Financial Stability; (2) Leadership Team Development; (3) Establish and Sustain Safety and Quality Culture; (4) Training and Education Assessment, Development and Implementation; and (5) Capital Improvement Planning and Implementation.

- Relative to the strategic goal of Achieving Financial Stability, we stated in the 2013 Strategic Plan and Strategic Initiatives that in order to achieve financial stability, GMHA must address four (4) distinct issues:

    - Its ability to generate revenues;
    - Its capability to collect fees;
    - Its ability to receive adequate government reimbursement; and
    - The resourcefulness to identify revenue sources for providing services to uninsured patients.

    Relative to the ten (10) strategies that we've established to achieve financial stability, we took the average of all scores and we came up with an overall score of **3.9 in 2014** compared to a final score of **5.4 in 2016**. This scoring improvement is indicative of progress made relative to this strategic goal; however, we still need continuous efforts and greater strides towards enhancing GMHA's finances that are so critical towards GMHA meeting its mission and striving to achieve its vision.

- Relative to the strategic goal of Leadership Team Development, in which the main objective is "to develop a Leadership Team capable of properly leading, managing and holding accountable the staff," we outlined five (5) strategies within the 2013 Strategic Plan. Based upon our overall score of **3.4 in 2014** compared to a final score of **3.0 in 2016**, we know that we've not progressed relative to this strategic goal and that there is still much work ahead of us to improve this critical area, which has a profound, organization-wide effect on GMHA's ability to achieve all other strategic goals and objectives.

- Relative to the strategic goal of Establishing and Sustaining Safety and a Quality Culture, in which the main objective is to effectively establish & sustain GMHA's safety and quality culture, we outlined ten (10) strategies within the 2013 Strategic

Plan. Based upon our overall score of **5.0 in 2014** compared to **4.7 in 2016**, we know that we've established and sustained a good level of safety and quality, but we need to work harder towards taking it to a much higher level, which can be achieved by leveraging the right performance improvement efforts by all staff and key hospital-wide committees (e.g., Performance Improvement, Patient Safety, Environment of Care, Infection Control, etc.).

- Relative to the strategic goal of Training and Education Assessment, Development and Implementation, in which the main objective is to effectively assess, develop and implement GMHA's Training & Education Plan, we outlined five (5) strategies. Based upon our overall score of **4.4 in 2014** compared to **4.8 in 2016**, we know that we've met this goal; however, there remains much training and education that needs to continue to be assessed, developed and implemented with heavy focus on the following training and education needs: (a) Governance, Leadership, and Management Development (b) Billing, Coding, Collections & Accounting Training Programs (3) ongoing EHR Training (both clinicians and non-clinicians); (c) Clinical Certification Training (e.g., Online CCU/ICU Certification Training Program, etc.); (d) ongoing CME & CE Programs; (e) Procurement Process (for Middle Management Level); (f) Effective Communications (e.g., Internal Customers, External Customers such as the Legislature and the Public) to include a Leadership Retreat, which could feed into the development of the next Strategic Plan; (g) ongoing Emergency Management Training (for both the Hospital and SNU Staff); and (h) other identified training and education needs.

- Relative to Capital Improvement Planning and Implementation, which focuses on effectively developing and implementing Facilities, CIP and IT improvements, we outlined four (4) strategies. Based upon our overall score of **4.5 in 2014** compared to **7.1 in 2016**, it is clear that GMHA has made significant progress in this area, as we **(1)** completed or are in the process of completing all locally and federally funded Capital Improvement Projects (CIPs) and are seeking funding support for those CIPs not currently funded; **(2)** reviewed, assessed and implemented short, intermediate and long term needs relative to GMHA's existing plans, facilities and properties (e.g., Z-Wing Relocation Implementation Plan, SNU Typhoon Shutters Upgrade Project, SNU Emergency Exterior Walkway Project, Urgent Care Unit Operations, etc.); **(3)** developed or refined GMHA's Master Plan for a new or expanded Guam Memorial Hospital (e.g., GMHA Master Plan, Governor's HMAT Master Plan, Z-Wing Removal & Replacement Business Plan, etc.); and **(4)** reviewed, assessed and implemented needed Information Technology and Management Information Systems (MIS) upgrades. However, we still have much more work ahead of us, with IT remaining a critical area for improvement along with replacing and/or upgrading some of our aging infrastructure (e.g., Family Birth Center Renovation Project, Removal & Replacement of the Z-Wing, EHR Upgrade, Power Plant Upgrades, Removal and Replacement of Medical Systems and Equipment, Expansion of GMHA's Converged VoIP Phone System, A/E Design & Construction of a New Hospital Communications Center, etc.).

GUAM MEMORIAL HOSPITAL AUTHORITY

FINANCIAL STATEMENTS AS OF NOVEMBER 30, 2016

FINANCIAL REPORTING PACKAGE

January 13, 2017

GUAM MEMORIAL HOSPITAL AUTHORITY					
BALANCE SHEET AS OF					
	Nov 2016	Oct 2016	Change	Nov 2015	Notes
	$	$	$	$	
CURRENT ASSETS					
Cash - Operations	3,501,665	3,742,992	(241,327)	(180,707)	
Cash - Restricted	-	-	-	440,015	
Patient Accts Receivable-Net	27,618,933	25,314,721	2,304,212	16,934,978	1
Due from GovGuam	-	40,900	(40,900)	1,754,466	
Other Receivables	-	-	-	82,257	
Inventories	3,103,129	3,460,863	(357,734)	2,491,480	
Prepaid Expenses	170,811	163,203	7,608	273,915	
Total Current Assets	34,394,538	32,722,679	1,671,859	21,796,404	
Property, Plant and Equipment	34,678,641	35,126,290	(447,649)	38,326,634	
Deferred outflows from pension	17,010,467	16,563,000	447,467	-	
Total Assets & Deferred Outflows	**$ 86,083,646**	**$ 84,411,969**	**$ 1,671,677**	**$ 60,123,038**	
LIABILITIES, DEFERRED INFLOWS & FUND BALANCE					
CURRENT LIABILITIES					
Current Portion of Long Term Debt	-	-	-	2,151,927	2
Deferred Revenue	328,478	599,481	(271,003)	1,033,076	
Accounts Payable, Trade	2,821,270	5,634,139	(2,812,869)	22,458,251	3
Accounts Payable, Government	937,604	931,213	6,391	4,765,580	3
Other Accrued Liabilities	2,615,000	2,625,000	(10,000)	1,191,550	
Accrued Payroll & Benefits	2,909,870	2,514,132	395,738	2,552,026	
Current Portion of accrued Annual leave	1,734,010	1,723,007	11,003	1,742,772	
Total Current Liabilities	11,346,232	14,026,972	(2,680,740)	35,895,182	
Notes Payable, net of curent portion	-	-	-	19,096,024	2
Accrued Annual leave, net of current portion	2,206,922	2,192,918	14,004	2,218,072	
Accrued Sick leave	4,375,020	4,334,124	40,896	4,106,616	
Net pension liability	127,034,931	127,034,931	-	-	
Total Long-Term Liabilities	133,616,873	133,561,973	54,900	25,420,712	
Deferred inflows from pension	9,460,899	9,460,899	-	-	
Unrestricted Fund Balance	(68,340,358)	(72,637,875)	4,297,517	(1,192,856)	
Total Liabilities, Deferred Inflows & Fund Balance	**$ 86,083,646**	**$ 84,411,969**	**$ 1,671,677**	**$ 60,123,038**	

Updated 12/14/16

GUAM MEMORIAL HOSPITAL AUTHORITY
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

	Nov 2016	%	Nov 2015	%	YTD 2017	%	YTD 2016	%	Budget YTD 2017	Variance %	Notes
	$		$		$		$		$		
STATEMENT OF REV AND EXP											
Gross Patient Revenues	12,430,345	181.9%	12,365,498	192.7%	25,959,505	182.8%	26,594,310	180.0%	29,181,354		
Contractual Adjustments	(4,332,824)	-63.4%	(4,491,052)	-70.0%	(8,571,882)	-60.3%	(8,957,836)	-60.6%	(8,437,840)		
Bad Debts Expense	(1,345,865)	-19.7%	(1,501,896)	-23.4%	(3,361,567)	-23.7%	(2,973,217)	-20.1%	(4,410,180)		
NET PATIENT REVENUES	6,751,656	98.8%	6,372,550	99.3%	14,026,056	98.7%	14,663,257	99.3%	16,333,334	-14.1%	4
Other Operating Revenue											
Food Sales, Cafeteria	36,459	0.5%	39,321	0.6%	79,356	0.6%	89,584	0.6%	90,000	-11.8%	
Other	45,936	0.7%	6,414	0.1%	98,225	0.7%	18,535	0.1%	101,000	-2.7%	
Total Other Oper Revenues	82,395	1.2%	45,735	0.7%	177,581	1.3%	108,119	0.7%	191,000	-7.0%	
TOTAL REVENUES	**6,834,051**	**100.0%**	**6,418,285**	**100.0%**	**14,203,637**	**100.0%**	**14,771,376**	**100.0%**	**16,524,334**	**-14.0%**	
OPERATING EXPENSES:											
Salaries	4,657,273	68.1%	4,764,901	74.2%	9,290,035	65.4%	9,466,633	64.1%	8,863,246	4.8%	5
Fringe Benefits	1,365,442	20.0%	1,347,529	21.0%	2,774,037	19.5%	2,851,700	19.3%	2,647,464	4.8%	5
Travel & Mileage Reimbursement	2,692	0.0%	1,215	0.0%	4,858	0.0%	13,184	0.1%	43,540	-88.8%	
Training	-	0.0%	735	0.0%	-	0.0%	2,166	0.0%	53,544	-100.0%	
Contractual Services	1,068,455	15.6%	1,336,343	20.8%	2,216,162	15.6%	1,976,196	13.4%	3,168,352	-30.1%	5
Supplies & Materials	1,249,003	18.3%	932,752	14.5%	2,457,489	17.3%	1,849,908	12.5%	2,767,612	-11.2%	
Minor Equipment	(8,099)	-0.1%	26,101	0.4%	94,780	0.7%	117,128	0.8%	320,314	-70.4%	
Miscellaneous	393,161	5.8%	69,591	1.1%	392,791	2.8%	68,644	0.5%	94,050	317.6%	
Utilities	201,049	2.9%	310,182	4.8%	387,889	2.7%	519,992	3.5%	62,834	517.3%	
TOTAL OPERATING EXPENSES	8,928,976	130.7%	8,789,349	136.9%	17,618,041	124.0%	16,865,551	114.2%	18,020,956	-2.2%	
OTHER EXPENSES:											
Interest Expense	6,873	0.1%	156,268	2.4%	51,048	0.4%	162,999	1.1%	-		
Retiree Health Cost	230,833	3.4%	230,833	3.6%	461,666	3.3%	461,666	3.1%	-		
Depreciation Expense	447,649	6.6%	428,545	6.7%	897,377	6.3%	856,418	5.8%	-		
Gain/Loss on Disposal	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-		
Bioterrorism Expenses	24,649	0.4%	16,546	0.3%	24,649	0.2%	31,047	0.2%	-		
Guam Cancer Expenses	14,098	0.2%	-	0.0%	15,245	0.1%	-	0.0%	-		
Compact Impact Expenses	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-		
GO Bond PL 29-19 Expenses	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-		
DOC Clinic/Pharmacy Expenses	271,003	4.0%	166,644	2.6%	564,599	4.0%	296,562	2.0%	-		
Expired/Surveyed Supplies	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-		
Inventory Adjustment	62,186	0.9%	15,329	0.2%	78,611	0.6%	17,261	0.1%	-		
TOTAL OTHER EXPENSES	1,057,291	15.5%	1,014,165	15.8%	2,093,195	14.7%	1,825,953	12.4%	-		
TOTAL EXPENSES	**9,986,267**	**146.1%**	**9,803,514**	**152.7%**	**19,711,236**	**138.8%**	**18,691,504**	**126.5%**	**18,020,956**	**9.4%**	
OPERATING DEFICIT	**(3,152,216)**	**-46.1%**	**(3,385,229)**	**-52.7%**	**(5,507,599)**	**-38.8%**	**(3,920,128)**	**-26.5%**	**(1,496,622)**	**-268.0%**	
NON-OPERATING REVENUES											
GOVGUAM SUBSIDY	6,947,897		843,786		11,425,418		-		-		
DOC Subsidy	271,003		-		564,599		843,786		-		
FEMA Reimbursement	-		-		40,900		22,679		-		
Trans GovGuam-Ret Health	230,833		230,833		461,666		461,666		-		
Labor & Delivery Project PL 32-179	-		-		-		-		-		
Guam Cancer T/F PL 30-80	-		-		-		-		-		
GO Bond Revenue	-		-		-		-		-		
Compact Impact	-		-		-		-				
Bioterrorism Grant	-		-		-		-		-		
Labor & Delivery Project	-		-		-		-		-		
Contributions	-		-		(290)		-		-		
TOTAL NON-OPERATING REVENUE	**7,449,733**		**1,074,619**		**12,492,293**		**1,328,131**		-		
CHANGE IN NET POSITION	**$ 4,297,517**		**$ (2,310,610)**		**$ 6,984,694**		**$ (2,591,997)**		**$ (1,496,622)**	**566.7%**	
NET POSITION											
Net position at beginning of period	(72,637,875)		(99,092,835)		(75,325,052)		(102,259,412)				
Change in net position	4,297,517		(2,310,610)		6,984,694		(2,591,997)				
Net position at end of period	**$ (68,340,358)**		**$ (101,403,445)**		**$ (68,340,358)**		**$ (104,851,409)**				

GUAM MEMORIAL HOSPITAL AUTHORITY

MONTHLY STATEMENT OF REVENUES AND EXPENSES

	TOTAL YTD	Nov-16	Oct-16	Sep-16	Aug-16	Jul-16	Jun-16	May-16	Apr-16	Mar-16	Feb-16	Jan-16	Dec-15
	$	$	$	$	$	$	$	$	$	$	$	$	$
Gross Patient Revenues	25,959,506	12,430,345	13,529,161	12,441,956	13,438,552	11,340,066	12,333,419	13,559,066	12,946,694	12,047,496	12,059,284	15,290,870	14,201,221
Contractual Adjustments	(8,571,882)	(4,332,824)	(4,239,058)	(3,922,908)	(4,305,508)	(3,074,426)	(4,209,609)	(5,094,938)	(4,868,685)	(4,661,429)	(4,493,928)	(5,620,225)	(5,455,296)
Bad Debts Expense	(3,361,567)	(1,345,865)	(2,015,702)	(1,482,938)	(1,474,392)	(1,265,102)	(912,592)	730,991	611,131	383,757	836,287	445,085	(1,496,660)
NET PATIENT REVENUES	14,026,057	6,751,656	7,274,401	7,036,110	7,658,652	7,000,538	7,211,218	9,195,119	8,689,140	7,769,824	8,401,643	10,115,730	7,249,265
Other Operating Revenue													
Food Sales, Cafeteria	79,356	36,459	42,897	73,994	41,114	47,931	32,853	40,246	32,726	38,057	34,349	40,789	39,742
Other	98,224	45,936	52,288	(239,793)	119,264	13,398	111,948	48,448	13,775	94,890	25,967	6,714	111,108
Total Other Oper Revenue	177,580	82,395	95,185	(165,799)	160,378	61,329	144,801	88,694	46,501	132,947	60,316	47,503	150,850
TOTAL REVENUES	**14,203,637**	**6,834,051**	**7,369,586**	**6,870,311**	**7,819,030**	**7,061,867**	**7,356,019**	**9,283,813**	**8,735,641**	**7,902,771**	**8,461,959**	**10,163,233**	**7,400,115**
OPERATING EXPENSES:													
Salaries	9,290,035	4,657,273	4,632,762	5,246,960	4,812,154	4,752,290	4,791,749	4,756,218	4,778,809	4,810,130	4,768,821	4,925,643	4,942,621
Fringe Benefits	2,774,037	1,365,442	1,408,595	1,066,100	1,351,422	1,462,138	1,473,900	1,488,442	1,426,918	1,457,678	1,397,456	1,442,941	1,548,653
Travel & Mileage Reimbursement	4,858	2,692	2,166	5,452	19,964	5,104	556		17,239	10,439	-	2,115	(404)
Training	-	-	-	2,252	982	11,291	949	12,540	2,295	4,202	624	318	1,520
Contractual Services	2,216,162	1,068,455	1,147,707	2,790,257	905,387	902,121	1,252,975	1,017,831	1,559,447	1,332,605	1,086,597	1,300,914	1,036,173
Supplies & Materials	2,457,488	1,249,003	1,208,484	1,479,131	997,154	1,744,275	1,545,114	1,101,547	954,473	955,131	858,226	1,334,026	1,461,614
Minor Equipment	94,780	(8,099)	102,879	3,224	76,004	(78,288)	89,397	(11,041)	(31,475)	75,937	(184,443)	1,608	171,269
Miscellaneous	392,791	393,161	(370)	11,160	67,166	(625)	54,851	12,927	(5,075)	34,642	(19,452)	50,204	21,596
Utilities	387,889	201,049	186,840	296,900	251,664	213,996	177,040	241,264	200,946	219,598	243,584	221,298	179,510
TOTAL OPERATING EXPENSES	17,618,040	8,928,976	8,689,063	10,901,436	8,481,897	9,012,302	9,386,531	8,619,728	8,903,577	8,900,362	8,151,413	9,279,067	9,362,552
OTHER EXPENSES:													
Interest Expense	51,048	6,873	44,175	(74,538)	166,712	171,964	126,536	89,522	161,423	164,228	137,437	198,404	147,576
Trans GovGuam-Ret Health	461,666	230,833	230,833	19,288,311	-	-	-	-	-	-	-	-	-
Depreciation Expense	897,377	447,649	449,728	421,870	422,919	416,963	425,542	429,774	431,335	428,887	435,516	425,805	426,466
Gain/Loss on Disposal	-	-	-	-	9,969	37,437	63,597	7,305	-		-	-	
Bioterrorism Expenses	24,649	24,649	-	63,442	-	115,698	28,935	-	7,690	2,453	-	15,000	21,625
Guam Cancer Trust Expenses	15,247	14,098	1,149	-	27,600	7,874	-	-		23,925	-	-	-
Compact Impact Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
GO Bond PL 29-19 Expens	-	-	-	-	-	-	-	-	-	-	-	-	-
DOC Clinic/Pharmacy Expenses	564,599	271,003	293,596	(82,587)	346,660	189,339	321,357	198,586	255,742	262,938	116,396	130,202	217,301
Expired/Surveyed Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
Inventory Adjustment	78,611	62,186	16,425	1,481,719	15,450	(13,930)	20,979	39,940	41,616	29,885	19,737	17,628	11,201
TOTAL OTHER EXPENSES	2,093,197	1,057,291	1,035,906	21,098,217	989,310	925,345	986,946	765,127	897,806	912,316	709,086	787,039	824,169
TOTAL EXPENSES	**19,711,237**	**9,986,267**	**9,724,969**	**31,999,653**	**9,471,207**	**9,937,647**	**10,373,477**	**9,384,855**	**9,801,383**	**9,812,678**	**8,860,499**	**10,066,106**	**10,186,721**

GUAM MEMORIAL HOSPITAL AUTHORITY

MONTHLY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

12 Months to 11/30/2016

	Total YTD	Nov-16	Oct-16	Sep-16	Aug-16	Jul-16	Jun-16	May-16	Apr-16	Mar-16	Feb-16	Jan-16
	$	$	$	$	$	$	$	$	$	$	$	$
CASH - Beginning balance	1,586,282	3,742,991	1,586,282	390,283	(119,785)	737,300	2,180,634	1,204,998	2,230,170	2,553,686	1,911,852	(1,450,512)
	-											
CASH RECEIPTS	-											
Patient Revenues	8,267,277	4,022,683	4,244,594	8,643,273	7,828,585	9,528,162	7,707,521	8,026,571	7,819,763	9,196,955	7,481,328	5,055,536
Other Receipts	140,258	97,494	42,764	41,503	47,854	34,812	65,305	48,382	39,429	38,448	41,660	54,520
Compact Impact Fund	-		-	-	-	-	-	54,297	-	-	-	2,257,437
UPCA Settlement	6,938	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469
Labor & Delivery Project	-		-	-	-	-	-	-	-	-	-	-
Bioterrorism Grant	81,800		81,800	-	193,932	-	-	65,521	-	83,125	-	49,900
Donation	-		-	-	-	-	-	-	-	-	-	-
Gen Fund Subsidy	-		-	(1,000,000)	18,764,324	1,823,883	9,871,499	2,160,000	-	491,036	320,000	2,395,000
PL 33-183 Drawdown	-			4,350,202	17,840,844							
GO Bond	13,255,088	6,948,190	6,306,898	-	-			57,137	33,837	258,793	-	-
DOC-MOU	-		-	-	-		-	-	-	-	-	843,787
Cancer Center of Guam	-			-	-	-	-	-	-	-	-	-
UOG Cancer Grant	-		-	78,474	27,600	-	-	-	-	-	100,000	-
TOTAL CASH RECEIPTS	21,751,361	11,071,836	10,679,525	12,116,921	44,706,608	11,390,326	17,647,794	10,415,377	7,896,498	10,071,826	7,946,457	10,659,649
CASH DISBURSEMENTS												
Operational Expenses:												
Salaries & Benefits	13,811,306	7,973,150	5,838,156	5,888,120	13,172,271	7,878,624	16,228,852	5,731,677	4,984,790	6,991,554	4,064,165	3,617,235
Travel & Training	38,565	2,887	35,678	16,544	7,619	8,793		8,197	21,019	28,305		6,652
Contractual Services	2,602,233	1,489,969	1,112,264	1,462,924	2,903,448	1,183,089	1,316,074	1,295,311	1,067,412	1,245,273	970,178	1,347,411
Supplies & Materials	2,744,312	1,487,860	1,256,452	3,270,270	7,993,477	2,451,399	1,247,919	1,862,289	2,119,851	1,064,487	1,432,244	1,404,971
Miscellaneous	186,311	119,707	66,604	29,530	26,887	33,349	30,043	40,347	44,366	23,512	32,996	29,747
Utilities - Power	288,423	146,583	141,840	153,133	-	282,671	-	130,715	256,553	277,084	299,692	300,000
Water	73,798	37,876	35,922	75,833	142,798	50,606	-	32,943	117,422	127,873	163,847	301,910
Telephone	91,030	55,131	35,899	29,090	33,577	58,478	-	59,800	31,032	-	61,305	-
Boiler Fuel	-		-	12,899	-	32,162	-	10,222	10,985	-	11,956	21,119
Capital Outlay	-		-	-	-	-	-	-	-	369,014	-	-
Sub-total	19,835,978	11,313,163	8,522,815	10,938,343	24,280,077	11,979,171	18,822,888	9,171,501	8,653,430	10,127,102	7,036,383	7,029,045
Other Cash Outlay:												
Debt Service $25M LOAN	-			-	19,916,463	268,240	268,240	268,240	268,240	268,240	268,240	268,240
	-	-	-			-	-	-	-	-	-	-
Sub-total	-	-	-	-	19,916,463	268,240	268,240	268,240	268,240	268,240	268,240	268,240
TOTAL DISBURSEMENTS	19,835,978	11,313,163	8,522,815	10,938,343	44,196,540	12,247,411	19,091,128	9,439,741	8,921,670	10,395,342	7,304,623	7,297,285
CASH-ENDING BALANCE	$ 3,501,665	$ 3,501,665	$ 3,742,992	$ 1,568,861	$ 390,283	$ (119,785)	$ 737,300	$ 2,180,634	$ 1,204,998	$ 2,230,170	$ 2,553,686	$ 1,911,852

GUAM MEMORIAL HOSPITAL AUTHORITY
PATIENT REVENUES, CONTRACTUAL ADJUSTMENTS AND COLLECTIONS
YEAR TO DATE NOVEMBER 2016

	Gross Revenues		Contractual/ Bad debt		Net Revenues		Collections	
	$		$		$		$	
Medicare	8,078,995	31%	4,581,879	57%	3,497,116	43%	2,334,584	29%
Medicaid	5,108,012	20%	2,608,170	51%	2,499,842	49%	516,688	10%
MIP	1,523,394	6%	606,953	40%	916,441	60%	-	0%
	14,710,401	57%	7,797,002	53%	6,913,399	47%	2,851,272	19%
Takecare	2,387,893	9%	286,549	12%	2,101,344	88%	1,337,372	56%
Staywell	543,879	2%	65,266	12%	478,613	88%	481,403	89%
Selectcare	3,159,029	12%	379,089	12%	2,779,940	88%	1,986,075	63%
Netcare	366,468	1%	43,976	12%	322,492	88%	240,343	66%
Other	743,928	3%	368,471	50%	375,457	50%	341,155	46%
	7,201,197	28%	1,143,351	16%	6,057,846	84%	4,386,348	61%
Self Pay	4,047,908	16%	2,993,096	74%	1,054,812	26%	1,029,657	25%
Total	$ 25,959,506	100%	$ 11,933,449	46%	$ 14,026,057	54%	$ 8,267,277	32%

PUBLIC LAW 31-36
November 30, 2016

DESCRIPTION	UNBILLED	1 00-30	2 31-60	3 61-90	4 91-120	5 121.-150	6 151.-180	7 181-360	8 361-9999	TOTALS	ALLOWANCE	NET TOTALS	YTD 2017 BILLINGS	CONTRACTUAL ADJUSTMENT	COLLECTIONS
	$	$	$	$	$	$	$	$	$	$	$	$			
GOV GUAM DEPARTMENTS	323,434	30,159	35,879	134,736	90,362	24,352	75,083	98,388	1,069,620	1,882,014	1,461,856	420,158	169,380	91,060.69	142,609
MEDICARE	3,145,185	2,378,666	3,641,003	1,333,132	1,339,733	846,325	1,002,912	5,843,913	23,513,523	43,044,391	32,685,452	10,358,939	7,145,806	4,581,879	2,334,584
MEDICALLY INDIGENTS	445,022	552,051	555,518	989,062	240,622	134,453	68,178	507,415	4,693,601	8,185,922	5,630,396	2,555,527	1,481,996	606,953	
MEDICAID	1,735,160	1,742,403	1,991,502	2,346,954	947,259	343,009	343,783	1,570,624	5,435,743	16,456,437	13,580,379	2,876,058	4,482,221	2,608,170	516,688
OTHER GOVERNMENT CNMI	90,927	6,923	792	-	4,369	-	-	2,021	2,029,273	2,134,305	1,657,823	476,482	148,489	79,829.66	125,020
SUB TOTAL	5,739,729	4,710,201	6,224,693	4,803,884	2,622,346	1,348,139	1,489,956	8,022,362	36,741,760	71,703,069	55,015,906	16,687,163	13,427,891	7,967,892	3,118,902
INSURANCE															
COMMERCIAL PRIVATE	125,162	43,113	88,003	112,046	164,819	30,282	16,610	351,404	4,172,244	5,103,683	4,136,651	967,033	223,594	120,207.10	38,627
FEDERAL GOV(TRICARE,VA,CHAM)	55,736	7,884	119,804	81,828	40,578	209,144	28,543	80,282	1,817,848	2,441,649	1,979,827	461,821	143,920	77,373.49	121,174
NETCARE	54,033	160,829	112,277	17,646	33,839	1,261	8,933	38,703	749,067	1,176,588	1,166,032	10,556	369,077	43,976	240,343
TAKECARE	946,823	894,419	1,020,987	972,744	1,380,444	854,862	790,927	1,317,532	3,516,519	11,695,257	5,265,320	6,429,937	2,242,142	286,549	1,337,372
STAYWELL	149,902	121,949	291,108	92,395	71,008	55,716	34,604	140,489	1,656,162	2,613,334	1,395,136	1,218,198	647,592	65,266	481,403
SELECTCARE	760,581	1,080,335	1,221,967	(14,773)	108,490	87,898	60,421	508,605	1,870,542	5,684,067	5,417,120	266,946	3,161,068	379,089	1,986,075
SUB TOTAL	2,092,236	2,308,529	2,854,147	1,261,887	1,799,179	1,239,164	940,038	2,437,015	13,782,382	29,972,599	19,360,086	9,354,491	6,787,394	972,461	4,204,995
SELF PAY															
SELF PAY	1,169,182	1,849,913	1,877,871	1,861,216	1,705,724	1,122,115	1,417,409	9,740,463	45,754,971	66,498,864	66,446,864	52,000	6,069,899	2,993,096	943,381
BAD AND DOUBTFUL DEBT	-	1,111,543	1,014,527	1,353,993	5,157	2,134,521	9,232,204	4,789,208	133,271,666	152,912,819	151,387,540	1,525,279			
SUB TOTAL	1,169,182	2,961,456	2,892,398	3,215,209	1,710,881	3,256,636	10,649,613	14,529,671	179,026,637	219,411,682	217,834,404	1,577,279	6,069,899	2,993,096	943,381
GRAND TOTAL	9,001,146	9,980,186	11,971,238	9,280,980	6,132,406	5,843,939	13,079,607	24,989,047	229,550,780	321,087,350	292,210,396	27,618,933	26,285,184	11,933,449	8,267,277
BAD AND DOUBTFUL DEBT	-	1,434,794	3,731	2,154,829	9,447,241	521,269	1,172,107	5,810,771	131,219,763	151,764,504	151,764,504	0			
SUB TOTAL	9,001,146	11,414,980	11,974,968	11,435,809	15,579,647	6,365,208	14,251,714	30,799,818	360,770,543	472,851,855	443,974,900	27,618,933	26,285,184	11,933,449	8,267,277
GRAND TOTAL	$ 9,001,146	$ 11,414,980	$ 11,974,968	$ 11,435,809	$ 15,579,647	$ 6,365,208	$ 14,251,714	$ 30,799,818	$ 360,770,543	$ 472,851,855	$ 443,974,900	$ 27,618,933	$ 26,285,184	$ 11,933,449	$ 8,267,277

Notes on financial statement items

1. Accounts Receivable
   The increase in accounts receivable in November compared with October can be attributed mainly to a decrease in payments for Medicaid and MIP billings. Accounts receivable in November 2015 were significantly over-reserved and that was reflected in the valuation in the balance sheet

2. Long- term debt
   The loan was paid off in FY 2016.

3. Accounts payable
   The accounts payable balance at the end of November 2016 reflects normal trading patterns. In November 2015, a lack of funds led to a significant increase in payables.

4. Gross and net revenues
   Although the impact of patient treating at GRMC can be seen in a decrease in gross revenues, this is offset by improved billing and collecting activity

5. Salaries, fringe benefits, contractual services
   The increase in contractual services, offset by a reduction in payroll is attributable to an increase in hospital physicians paid as independent contractors, rather than employees and additional software purchases needed to keep computer systems up to date.

GUAM MEMORIAL HOSPITAL AUTHORITY

FINANCIAL STATEMENTS AS OF OCTOBER 31, 2016

FINANCIAL REPORTING PACKAGE

January 13, 2017

GUAM MEMORIAL HOSPITAL AUTHORITY					
BALANCE SHEET AS OF					
	Oct 2016	Sep 2016	Change	Oct 2015	Notes
	$	$	$	$	
CURRENT ASSETS					
Cash - Operations	3,742,992	1,585,119	2,157,873	(1,166,852)	
Cash - Restricted	-	-	-	209,267	
Patient Accts Receivable-Net	25,314,721	22,228,298	3,086,423	19,764,600	1
Due from GovGuam	40,900	1,870,278	(1,829,378)	79,626	
Other Receivables	-	(19,142)	19,142	86,404	
Inventories	3,460,863	3,486,627	(25,764)	3,764,041	
Prepaid Expenses	163,203	136,032	27,171	258,627	
Total Current Assets	32,722,679	29,287,212	3,435,467	22,995,713	
Property, Plant and Equipment	35,126,290	35,449,820	(323,530)	38,558,333	
Deferred outflows from pension	16,563,000	15,917,177	645,823	13,615,449	
Total Assets & Deferred Outflows	**$ 84,411,969**	**$ 80,654,209**	**$ 3,757,760**	**$ 75,169,495**	
LIABILITIES, DEFERRED INFLOWS & FUND BALANCE					
CURRENT LIABILITIES					
Current Portion of Long Term Debt	-	-	-	1,851,784	2
Deferred Revenue	599,481	893,077	(293,596)	239,290	
Accounts Payable, Trade	5,634,139	3,480,192	2,153,947	19,154,449	3
Accounts Payable, Government	931,213	1,621,462	(690,249)	4,941,798	
Other Accrued Liabilities	2,625,000	2,635,000	(10,000)	1,784,550	
Accrued Payroll & Benefits	2,514,132	2,657,584	(143,452)	2,292,592	
Current Portion of accrued Annual leave	1,723,007	1,701,793	21,214	1,701,793	
Total Current Liabilities	14,026,972	12,989,108	1,037,864	31,966,256	
Notes Payable, net of curent portion	-	-	-	19,287,508	2
Accrued Annual leave, net of current portion	2,192,918	2,165,919	26,999	2,277,352	
Accrued Sick leave	4,334,124	4,328,404	5,720	4,081,274	
Net pension liability	127,034,931	127,034,931	-	107,746,620	
Total Long-Term Liabilities	133,561,973	133,529,254	32,719	133,392,754	
Deferred inflows from pension	9,460,899	9,460,899	-	9,460,899	
Unrestricted Fund Balance	(72,637,875)	(75,325,052)	2,687,177	(99,650,414)	
Total Liabilities, Deferred Inflows & Fund Balance	**$ 84,411,969**	**$ 80,654,209**	**$ 3,757,760**	**$ 75,169,495**	

Updated 11/18/16

GUAM MEMORIAL HOSPITAL AUTHORITY
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

	Oct 2016	%	Oct 2015	%	YTD 2017	%	YTD 2016	%	Budget YTD 2017	Variance %	Notes
	$		$		$		$		$		
STATEMENT OF REV AND EXP											
Gross Patient Revenues	13,529,161	183.6%	14,228,812	170.3%	13,529,161	183.6%	14,228,812	170.3%	14,590,677		
Contractual Adjustments	(4,239,058)	-57.5%	(4,466,784)	-53.5%	(4,239,058)	-57.5%	(4,466,784)	-53.5%	(4,218,920)		
Bad Debts Expense	(2,015,702)	-27.4%	(1,471,321)	-17.6%	(2,015,702)	-27.4%	(1,471,321)	-17.6%	(2,205,090)		
NET PATIENT REVENUES	7,274,401	98.7%	8,290,707	99.3%	7,274,401	98.7%	8,290,707	99.3%	8,166,667	-10.9%	4
Other Operating Revenue											
Food Sales, Cafeteria	42,897	0.6%	50,264	0.6%	42,897	0.6%	50,264	0.6%	45,000	-4.7%	
Other	52,288	0.7%	12,120	0.1%	52,288	0.7%	12,120	0.1%	51,000	2.5%	
Total Other Oper Revenues	95,185	1.3%	62,384	0.7%	95,185	1.3%	62,384	0.7%	96,000	-0.8%	
TOTAL REVENUES	**7,369,586**	**100.0%**	**8,353,091**	**100.0%**	**7,369,586**	**100.0%**	**8,353,091**	**100.0%**	**8,262,667**	**-10.8%**	
OPERATING EXPENSES:											
Salaries	4,632,762	62.9%	4,701,731	56.3%	4,632,762	62.9%	4,701,731	56.3%	4,431,623	4.5%	5
Fringe Benefits	1,408,595	19.1%	1,504,171	18.0%	1,408,595	19.1%	1,504,171	18.0%	1,323,732	6.4%	5
Travel & Mileage Reimbursement	2,166	0.0%	11,969	0.1%	2,166	0.0%	11,969	0.1%	21,770	-90.1%	
Training	-	0.0%	1,431	0.0%	-	0.0%	1,431	0.0%	26,772	-100.0%	
Contractual Services	1,147,707	15.6%	639,854	7.7%	1,147,707	15.6%	639,854	7.7%	1,584,176	-27.6%	5
Supplies & Materials	1,208,484	16.4%	917,156	11.0%	1,208,484	16.4%	917,156	11.0%	1,383,806	-12.7%	
Minor Equipment	102,879	1.4%	91,027	1.1%	102,879	1.4%	91,027	1.1%	160,157	-35.8%	
Miscellaneous	(370)	0.0%	(947)	0.0%	(370)	0.0%	(947)	0.0%	47,025	-100.8%	
Utilities	186,840	2.5%	209,810	2.5%	186,840	2.5%	209,810	2.5%	313,917	-40.5%	
TOTAL OPERATING EXPENSES	8,689,063	117.9%	8,076,202	96.7%	8,689,063	117.9%	8,076,202	96.7%	9,292,978	-6.5%	
OTHER EXPENSES:											
Interest Expense	44,175	0.6%	6,730	0.1%	44,175	0.6%	6,730	0.1%	-		
Retiree Health Cost	230,833	3.1%	230,833	2.8%	230,833	3.1%	230,833	2.8%	-		
Depreciation Expense	449,728	6.1%	427,873	5.1%	449,728	6.1%	427,873	5.1%	-		
Gain/Loss on Disposal	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-		
Bioterrorism Expenses	-	0.0%	14,501	0.2%	-	0.0%	14,501	0.2%	-		
Guam Cancer Expenses	1,149	0.0%	-	0.0%	1,149	0.0%	-	0.0%	-		
Compact Impact Expenses	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-		
GO Bond PL 29-19 Expenses	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-		
DOC Clinic/Pharmacy Expenses	293,596	4.0%	129,918	1.6%	293,596	4.0%	129,918	1.6%	-		
Expired/Surveyed Supplies	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-		
Inventory Adjustment	16,425	0.2%	1,933	0.0%	16,425	0.2%	1,933	0.0%	-		
TOTAL OTHER EXPENSES	1,035,906	14.1%	811,788	9.7%	1,035,906	14.1%	811,788	9.7%	-		
TOTAL EXPENSES	**9,724,969**	**132.0%**	**8,887,990**	**106.4%**	**9,724,969**	**132.0%**	**8,887,990**	**106.4%**	**9,292,978**	**4.6%**	
OPERATING DEFICIT	**(2,355,383)**	**-32.0%**	**(534,899)**	**-6.4%**	**(2,355,383)**	**-32.0%**	**(534,899)**	**-6.4%**	**(1,030,311)**	**-128.6%**	
NON-OPERATING REVENUES											
GOVGUAM SUBSIDY	4,477,521		-		4,477,521		-		1,500,000	198.5%	
DOC Subsidy	293,596		-		293,596		-		-		
FEMA Reimbursement	40,900		(22,680)		40,900		(22,680)		-		
Trans GovGuam-Ret Health	230,833		-		230,833		-		-		
Labor & Delivery Project PL 32-179	-		-		-		-		-		
Guam Cancer T/F PL 30-80	-		-		-		-		-		
GO Bond Revenue	-		-		-		-		-		
Compact Impact	-		-		-		-		1,000,000	-100.0%	
Bioterrorism Grant	-		-		-		-		-		
Labor & Delivery Project	-		-		-		-		-		
Contributions	(290)		-		(290)		-		-		
TOTAL NON-OPERATING REVENUE	**5,042,560**		**(22,680)**		**5,042,560**		**(22,680)**		**2,500,000**	**101.7%**	
CHANGE IN NET POSITION	**$ 2,687,177**		**$ (557,579)**		**$ 2,687,177**		**$ (557,579)**		**$ 1,469,689**	**-82.8%**	
NET POSITION											
Net position at beginning of period	(75,325,052)		(99,092,835)		(75,325,052)		(99,092,835)				
Change in net position	2,687,177		(557,579)		2,687,177		(557,579)				
Net position at end of period	**$ (72,637,875)**		**$ (99,650,414)**		**$ (72,637,875)**		**$ (99,650,414)**				

GMHA
Monthly Income Statement for YTD
10/31/2016

		GUAM MEMORIAL HOSPITAL AUTHORITY											
		MONTHLY STATEMENT OF REVENUES AND EXPENSES											
	TOTAL YTD	Oct-16	Sep-16	Aug-16	Jul-16	Jun-16	May-16	Apr-16	Mar-16	Feb-16	Jan-16	Dec-15	Nov-15
	$	$	$	$	$	$	$	$	$	$	$	$	$
Gross Patient Revenues	13,529,161	13,529,161	12,441,956	13,438,552	11,340,066	12,333,419	13,559,066	12,946,694	12,047,496	12,059,284	15,290,870	14,201,221	12,365,498
Contractual Adjustments	(4,239,058)	(4,239,058)	(3,922,908)	(4,305,508)	(3,074,426)	(4,209,609)	(5,094,938)	(4,868,685)	(4,661,429)	(4,493,928)	(5,620,225)	(5,455,296)	(4,491,052)
Bad Debts Expense	(2,015,702)	(2,015,702)	(1,482,938)	(1,474,392)	(1,265,102)	(912,592)	730,991	611,131	383,757	836,287	445,085	(1,496,660)	(1,501,896)
NET PATIENT REVENUES	7,274,401	7,274,401	7,036,110	7,658,652	7,000,538	7,211,218	9,195,119	8,689,140	7,769,824	8,401,643	10,115,730	7,249,265	6,372,550
Other Operating Revenue													
Food Sales, Cafeteria	42,897	42,897	73,994	41,114	47,931	32,853	40,246	32,726	38,057	34,349	40,789	39,742	39,321
Other	52,288	52,288	(239,793)	119,264	13,398	111,948	48,448	13,775	94,890	25,967	6,714	111,108	6,414
Total Other Oper Revenue	95,185	95,185	(165,799)	160,378	61,329	144,801	88,694	46,501	132,947	60,316	47,503	150,850	45,735
TOTAL REVENUES	**7,369,586**	**7,369,586**	**6,870,311**	**7,819,030**	**7,061,867**	**7,356,019**	**9,283,813**	**8,735,641**	**7,902,771**	**8,461,959**	**10,163,233**	**7,400,115**	**6,418,285**
OPERATING EXPENSES:													
Salaries	4,632,762	4,632,762	5,246,960	4,812,154	4,752,290	4,791,749	4,756,218	4,778,809	4,810,130	4,768,821	4,925,643	4,942,621	4,995,734
Fringe Benefits	1,408,595	1,408,595	1,066,100	1,351,422	1,462,138	1,473,900	1,488,442	1,426,918	1,457,678	1,397,456	1,442,941	1,548,653	1,347,529
Travel & Mileage Reimbursement	2,166	2,166	5,452	19,964	5,104	556		17,239	10,439	-	2,115	(404)	1,215
Training	-	-	2,252	982	11,291	949	12,540	2,295	4,202	624	318	1,520	735
Contractual Services	1,147,707	1,147,707	2,790,257	905,387	902,121	1,252,975	1,017,831	1,559,447	1,332,605	1,086,597	1,300,914	1,036,173	1,336,343
Supplies & Materials	1,208,484	1,208,484	1,479,131	997,154	1,744,275	1,545,114	1,101,547	954,473	955,131	858,226	1,334,026	1,461,614	932,754
Minor Equipment	102,879	102,879	3,224	76,004	(78,288)	89,397	(11,041)	(31,475)	75,937	(184,443)	1,608	171,269	26,101
Miscellaneous	(370)	(370)	11,160	67,166	(625)	54,851	12,927	(5,075)	34,642	(19,452)	50,204	21,596	69,591
Utilities	186,840	186,840	296,900	251,664	213,996	177,040	241,264	200,946	219,598	243,584	221,298	179,510	310,182
TOTAL OPERATING EXPENSES	8,689,063	8,689,063	10,901,436	8,481,897	9,012,302	9,386,531	8,619,728	8,903,577	8,900,362	8,151,413	9,279,067	9,362,552	9,020,184
OTHER EXPENSES:													
Interest Expense	44,175	44,175	(74,538)	166,712	171,964	126,536	89,522	161,423	164,228	137,437	198,404	147,576	156,268
Trans GovGuam-Ret Health	230,833	230,833	19,288,311	-	-	-	-	-	-	-	-	-	-
Depreciation Expense	449,728	449,728	421,870	422,919	416,963	425,542	429,774	431,335	428,887	435,516	425,805	426,466	428,545
Gain/Loss on Disposal	-	-	-	9,969	37,437	63,597	7,305	-		-	-		-
Bioterrorism Expenses	-	-	63,442	-	115,698	28,935	-	7,690	2,453	-	15,000	21,625	16,546
Guam Cancer Trust Expenses	1,149	1,149	-	27,600	7,874	-	-		23,925	-	-	-	-
Compact Impact Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
GO Bond PL 29-19 Expense	-	-	-	-	-	-	-	-	-	-	-	-	-
DOC Clinic/Pharmacy Expenses	293,596	293,596	(82,587)	346,660	189,339	321,357	198,586	255,742	262,938	116,396	130,202	217,301	166,644
Expired/Surveyed Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
Inventory Adjustment	16,425	16,425	1,481,719	15,450	(13,930)	20,979	39,940	41,616	29,885	19,737	17,628	11,201	15,329
TOTAL OTHER EXPENSES	1,035,906	1,035,906	21,098,217	989,310	925,345	986,946	765,127	897,806	912,316	709,086	787,039	824,169	783,332
TOTAL EXPENSES	**9,724,969**	**9,724,969**	**31,999,653**	**9,471,207**	**9,937,647**	**10,373,477**	**9,384,855**	**9,801,383**	**9,812,678**	**8,860,499**	**10,066,106**	**10,186,721**	**9,803,516**
OPERATING (DEFICIT)/SURPLUS	**(2,355,383)**	**(2,355,383)**	**(25,129,342)**	**(1,652,177)**	**(2,875,780)**	**(3,017,458)**	**(101,042)**	**(1,065,742)**	**(1,909,907)**	**(398,540)**	**97,127**	**(2,786,606)**	**(3,385,231)**

GUAM MEMORIAL HOSPITAL AUTHORITY

MONTHLY STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

12 Months to 10/31/2016

	Total YTD	Oct-16	Sep-16	Aug-16	Jul-16	Jun-16	May-16	Apr-16	Mar-16	Feb-16	Jan-16	Dec-15	Nov-15
	$	$	$	$	$	$	$	$	$	$	$	$	$
CASH - Beginning balance	1,586,282	1,586,282	390,283	(119,785)	737,300	2,180,634	1,204,998	2,230,170	2,553,686	1,911,852	(1,450,512)	(848,039)	(1,004,492)
	-												
CASH RECEIPTS	-												
Patient Revenues	4,244,594	4,244,594	8,643,273	7,828,585	9,528,162	7,707,521	8,026,571	7,819,763	9,196,955	7,481,328	5,055,536	7,048,369	6,150,527
Other Receipts	42,764	42,764	41,503	47,854	34,812	65,305	48,382	39,429	38,448	41,660	54,520	51,644	(74,455)
Compact Impact Fund	-	-	-	-	-	-	54,297	-	-	-	2,257,437	-	-
UPCA Settlement	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469	3,469
Labor & Delivery Project	-	-	-	-	-	-	-	-	-	-	-	87,404	-
Bioterrorism Grant	81,800	81,800	-	193,932	-	-	65,521	-	83,125	-	49,900	56,274	-
Donation	-	-	-	-	-	-	-	-	-	-	-	-	-
Gen Fund Subsidy	6,306,898	6,306,898	(1,000,000)	18,764,324	1,823,883	9,871,499	2,160,000	-	491,036	320,000	2,395,000	943,020	-
PL 33-183 Drawdown	-		4,350,202	17,840,844									
GO Bond	-		-	-			57,137	33,837	258,793	-	-	92,286	-
DOC-MOU	-	-	-	-		-	-	-	-	-	843,787	-	843,786
Cancer Center of Guam	-		-	-	-	-	-	-	-	-	-	-	4,039
UOG Cancer Grant	-	-	78,474	27,600	-	-	-	-	-	100,000	-	52,408	-
TOTAL CASH RECEIPTS	10,679,525	10,679,525	12,116,921	44,706,608	11,390,326	17,647,794	10,415,377	7,896,498	10,071,826	7,946,457	10,659,649	8,334,873	6,927,366
CASH DISBURSEMENTS													
Operational Expenses:													
Salaries & Benefits	5,838,156	5,838,156	5,888,120	13,172,271	7,878,624	16,228,852	5,731,677	4,984,790	6,991,554	4,064,165	3,617,235	5,418,006	5,131,368
Travel & Training	35,678	35,678	16,544	7,619	8,793		8,197	21,019	28,305		6,652		10,509
Contractual Services	1,112,264	1,112,264	1,462,924	2,903,448	1,183,089	1,316,074	1,295,311	1,067,412	1,245,273	970,178	1,347,411	1,350,897	867,246
Supplies & Materials	1,256,452	1,256,452	3,270,270	7,993,477	2,451,399	1,247,919	1,862,289	2,119,851	1,064,487	1,432,244	1,404,971	1,308,183	408,752
Miscellaneous	66,604	66,604	29,530	26,887	33,349	30,043	40,347	44,366	23,512	32,996	29,747	58,957	22,208
Utilities - Power	141,840	141,840	153,133	-	282,671	-	130,715	256,553	277,084	299,692	300,000	200,640	
Water	35,922	35,922	75,833	142,798	50,606	-	32,943	117,422	127,873	163,847	301,910	-	-
Telephone	35,899	35,899	29,090	33,577	58,478	-	59,800	31,032	-	61,305	-	125,434	62,589
Boiler Fuel	-	-	12,899	-	32,162	-	10,222	10,985	-	11,956	21,119	27,299	-
Capital Outlay	-	-	-	-	-	-	-	-	369,014	-	-	179,690	-
Sub-total	8,522,815	8,522,815	10,938,343	24,280,077	11,979,171	18,822,888	9,171,501	8,653,430	10,127,102	7,036,383	7,029,045	8,669,106	6,502,672
Other Cash Outlay:													
Debt Service $25M LOAN			-	19,916,463	268,240	268,240	268,240	268,240	268,240	268,240	268,240	268,240	268,240
	-	-		-	-	-	-	-	-	-	-	-	-
Sub-total			-	-	19,916,463	268,240	268,240	268,240	268,240	268,240	268,240	268,240	268,240
TOTAL DISBURSEMENTS	8,522,815	8,522,815	10,938,343	44,196,540	12,247,411	19,091,128	9,439,741	8,921,670	10,395,342	7,304,623	7,297,285	8,937,346	6,770,912
CASH-ENDING BALANCE	$ 3,742,992	$ 3,742,991	$ 1,568,861	$ 390,283	$ (119,785)	$ 737,300	$ 2,180,634	$ 1,204,998	$ 2,230,170	$ 2,553,686	$ 1,911,852	$ (1,450,512)	$ (848,039)

Updated 1/18/2017

GUAM MEMORIAL HOSPITAL AUTHORITY
PATIENT REVENUES, CONTRACTUAL ADJUSTMENTS AND COLLECTIONS
YEAR TO DATE OCTOBER 2016

	Gross Revenues		Contractual/ Bad debt		Net Revenues		Collections	
	$		$		$		$	
Medicare	4,049,387	30%	2,146,187	53%	1,903,200	47%	1,426,356	35%
Medicaid	2,653,362	20%	1,356,298	51%	1,297,064	49%	-	0%
MIP	833,541	6%	331,012	40%	502,529	60%	-	0%
	7,536,290	56%	3,833,497	51%	3,702,793	49%	1,426,356	19%
Takecare	1,249,625	9%	149,957	12%	1,099,668	88%	643,699	52%
Staywell	330,126	2%	39,616	12%	290,510	88%	146,338	44%
Selectcare	1,658,579	12%	199,035	12%	1,459,544	88%	1,171,705	71%
Netcare	141,279	1%	16,953	12%	124,326	88%	109,928	78%
Other	286,681	2%	313,601	109%	(26,920)	-9%	180,712	63%
	3,666,290	27%	719,162	20%	2,947,128	80%	2,252,382	61%
Self Pay	2,326,581	17%	1,702,101	73%	624,480	27%	565,856	24%
Total	$ 13,529,161	100%	$ 6,254,760	46%	$ 7,274,401	54%	$ 4,244,594	31%

PUBLIC LAW 31-36
October 30, 2016

DESCRIPTION	UNBILLED	1 00-30	2 31-60	3 61-90	4 91-120	5 121.-150	6 151.-180	7 181-360	8 361-9999	TOTALS	ALLOWANCE	NET TOTALS	YTD 2017 BILLINGS	CONTRACTUAL ADJUSTMENT	COLLECTIONS
	$	$	$	$	$	$	$	$	$	$	$	$			
GOV GUAM DEPARTMENTS	135,964	18,713	134,736	90,362	24,352	75,083	56,548	44,880	1,068,060	1,648,698	1,291,374	357,324	60,306	49,801	1,105
MEDICARE	605,595	2,308,122	2,875,320	1,559,440	959,679	1,189,664	1,481,303	5,208,025	22,955,182	39,142,332	32,098,312	7,044,020	3,672,168	2,146,187	1,426,356
MEDICALLY INDIGENTS	2,015,659	305,879	1,023,570	696,200	297,320	81,766	60,980	552,665	4,742,029	9,776,070	5,813,605	3,962,465	687,056	331,012	-
MEDICAID	45,062	1,132,381	2,411,914	2,196,785	706,632	518,333	324,546	1,725,278	5,297,893	14,358,823	13,490,221	868,602	1,926,563	1,356,298	-
OTHER GOVERNMENT CNMI	-	792	-	4,369	-	-	32	1,989	2,029,273	2,036,455	1,660,338	376,116	31,545	26,091	6,165
SUB TOTAL	2,802,281	3,765,887	6,445,540	4,547,156	1,987,983	1,864,847	1,923,409	7,532,838	36,092,436	66,962,377	54,353,851	12,608,526	6,377,638	3,909,390	1,433,625
INSURANCE															
COMMERCIAL PRIVATE	18,633	62,472	126,093	171,815	58,975	22,152	166,930	286,706	3,990,758	4,904,533	4,243,087	661,446	139,511	114,975	13,139
FEDERAL GOV(TRICARE,VA,CHAM)	1,204,604	116,188	99,204	72,490	244,266	29,132	22,884	65,527	1,944,266	3,798,562	2,029,303	1,769,260	148,388	122,734	205,390
NETCARE	125,970	98,760	101,467	85,251	1,266	9,301	9,523	74,187	642,789	1,148,514	1,141,704	6,810	147,989	16,953	109,928
TAKECARE	965,449	561,242	958,510	1,385,393	877,882	931,839	839,777	1,195,571	3,379,374	11,095,036	4,807,694	6,287,343	699,086	149,957	643,699
STAYWELL	-	240,406	110,585	71,934	58,799	34,201	46,395	100,092	1,676,071	2,338,483	1,372,736	965,747	369,127	39,616	146,338
SELECTCARE	-	824,009	1,687,998	825,072	92,784	69,484	138,402	541,973	1,652,708	5,832,429	5,267,569	564,861	1,579,247	199,035	1,171,705
SUB TOTAL	2,314,656	1,903,078	3,083,856	2,611,955	1,333,971	1,096,108	1,223,911	2,264,056	13,285,966	29,972,599	18,862,092	10,255,466	3,083,348	643,270	2,290,197
SELF PAY															
SELF PAY	1,767,690	1,476,103	1,871,584	1,719,816	1,123,748	1,420,316	2,852,038	8,943,593	44,507,720	65,682,608	64,911,970	770,638	2,962,164	1,702,101	520,771
BAD AND DOUBTFUL DEBT	-	1,104,436	1,395,120	33,762	2,154,357	9,389,931	557,441	6,991,877	132,269,620	153,896,544	152,216,453	1,680,091			
SUB TOTAL	1,767,690	2,580,538	3,266,704	1,753,578	3,278,104	10,810,248	3,409,480	15,935,469	176,777,339	219,579,152	217,128,423	2,450,729	2,962,164	1,702,101	520,771
TOTAL	6,884,627	8,249,504	12,796,100	8,912,689	6,600,059	13,771,202	6,556,800	25,732,363	226,155,742	316,514,127	290,344,366	25,314,721	12,423,149	6,254,760	4,244,594
BAD AND DOUBTFUL DEBT	-	1,767,690	1,767,690	1,767,690	1,767,690	1,767,690	1,767,690	1,767,690	1,767,690	1,767,690	1,767,690	1,767,690			
SUB TOTAL	6,884,627	10,017,194	14,563,791	10,680,379	8,367,749	15,538,893	8,324,490	27,500,054	227,923,432	318,281,818	292,112,056	27,082,411	12,423,149	6,254,760	4,244,594
GRAND TOTAL	$ 6,884,627	$ 10,017,194	$ 14,563,791	$ 10,680,379	$ 8,367,749	$ 15,538,893	$ 8,324,490	$ 27,500,054	$ 227,923,432	$ 318,281,818	$ 292,112,056	$ 27,082,411	$ 12,423,149	$ 6,254,760	$ 4,244,594

Notes on financial statement items

1. Accounts Receivable
   The increase in accounts receivable in October compared with September can be attributed mainly to a decrease in payments for Medicaid and MIP billings.

2. Long- term debt
   The loan was paid off in FY 2016.

3. Accounts payable
   Invoices for annual contractual commitments were the principal cause of the increase in payables in October.

4. Gross and net revenues
   Although the impact of patient treating at GRMC can be seen in a decrease in gross revenues, this is offset by improved billing and collecting activity

5. Salaries, fringe benefits, contractual services
   The increase in contractual services, offset by a reduction in payroll is attributable to an increase in hospital physicians paid as independent contractors, rather than employees and additional software purchases needed to keep computer systems up to date.

SENATOR DENNIS G. RODRIGUEZ, JR.
I Mina' Trentai Kuåttro na Liheslaturan Guåhan
Chairman, Committee on Health, Tourism, Military Affairs & Senior Citizens

January 18, 2017

Mr. Eloy S. Lizama
Chairman of the Board
Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhån
850 Gov. Carlos G. Camacho Road
Oka, Tamuning, Guam 96913-3128

Dear Chairman Lizama:

Buenas yan Håfa Adai!

The purpose of this memorandum is to renew the work we started the last couple of years with the 33rd Guam Legislature. As we start the 34th Guam Legislature I have retained the Chairmanship of the Health Committee and added Military Affairs. I look forward to our continuing efforts to improve Guam Memorial Hospital and the health of our island.

With this renewed spirit I have asked the management team to provide me a briefing of all divisions in the hospital. We delayed this meeting until next week in order for the Board of Trustees to meet and start their new year. I am anxious to start fresh and this briefing will provide valuable up to date information as we move forward.

With the addition of the Committee for Military Affairs I have already started speaking with local veterans and veteran organizations. A couple of topics from those discussions require follow up. First, is the Veterans Choice Program. It is my understanding that Guam Memorial Hospital does participate in this program. I am interested in understanding your participation and any challenges you may have with the process. I am aware that often times programs like these have operational issues, thus I am also discussing network participation and operational challenges with members of the CBOC. It is my hope you and the Board of Trustees will assist in this effort.

The second issue that requires follow up is the status on the "mothballed" wing at the Skilled Nursing Unit. This wing has remained unused for quite some time now and I would like to know the current status and what plans the Board of Trustees and management team have to put this valuable asset back into operation. I have suggested that a collaborative effort be made with the VA and they have expressed a need for such a facility to service the

Veteran community. I look forward to gaining an understanding of your plans and what assistance I can provide.

Please assist in having your management respond to my request of scheduling a divisions briefing for next week. I am hopeful that some members of the Board will be able to join me at this briefing.

Ufisinan Todu Guam
761 S. Marine Corps Drive, Suite B1, Tamuning, Guam 96931 / Telephone: 671-649-TODU (8638) / Facsimile: 671-649-0520
E-mail: senatordrodriguez@gmail.com / www.toduguam.com

The point of contact remains Mr. Chuck Tanner via chucktanner88@gmail.com or our office phone: 649 8638 or cell 687 8827.

Si Yu'os Ma'åse!

Dennis G. Rodriguez, Jr.

Cc: Peter John Camacho

Minutes of the Regular Meeting of the Guam Memorial Hospital Authority (GMHA) Board of Trustees

December 6, 2016 | 6:00 p.m.
Daniel L. Webb Conference Room

ATTENDANCE

Board Members:
Eloy Lizama
Lillian Posadas
Melissa Waibel
Valentino Perez
Sharon Davis
Dr. Edna Santos
Dr. Ricardo Terlaje
Jeanine Cruz – *Excused*

Executive Management:
PeterJohn Camacho
Benita Manglona
Dr. Florencio Lizama
Zennia Pecina
Dr. Vincent Duenas
Dr. Kozue Shimabukuro
Dr. Friedrich Bieling

All Other(s):
Edward Birn – Accounting
Carlos Pangelinan – Accounting
Dr. Michael Um – Pediatrics
June Perez – Administration

ISSUE/TOPIC/DISCUSSIONS	DECISION(S)/ACTION(S)	RESPONSIBLE PARTY	REPORTING TIMEFRAME	STATUS
I. CALL MEETING TO ORDER AND DETERMINATION OF QUORUM				
	After notices were duly and timely issued pursuant to *Title 5 Guam Code Annotated, Chapter 8 Open Government Law, Section 8107(a)* and with a quorum present, Trustee Lizama called to order the regular meeting of the GMHA Board of Trustees at 6:06 p.m. on Thursday, December 6, 2016 in the Daniel L. Webb Conference Room of the GMHA located in Tamuning, Guam.	Trustee Lizama	None	Informational
II. ACCEPTANCE OF REGULAR SESSION MINUTES				
A. <u>October 20, 2016</u>	A draft of the October 20, 2016 meeting minutes was reviewed. Trustee Santos motioned and it was seconded by Trustee Waibel to approve the minutes as printed. The motion carried with all ayes.	All Trustees	None	Approved/ Closed
III. NEW BUSINESS				
There were no new business matters for discussion.	None	None	None	None
IV. OLD BUSINESS				
A. <u>Rules for the 2015-2016 CBA Negotiations btw. GMHA and the Guam Federation of Teachers</u> This item was referred to the Human Resources Subcommittee for further review.	Trustee Perez motioned and it was seconded by Trustee Waibel to approve the Rules for Negotiations with revisions. The motion carried with	All Trustees	None	Approved/ Closed

It was noted that the nursing office was tasked with confirming the individuals' (who were originally identified in the Rules for Negotiations) willingness to serve as negotiating team members, and to identify replacements if necessary. Trustee Waibel mentioned that she was also presented with the individuals' position titles and years of service as she had requested. She expressed her satisfaction with the overall representation from the hospital.	all ayes.			
V. BOARD SUB-COMMITTEE REPORTS				
A. <u>Joint Conference and Professional Affairs (JCPA) Subcommittee</u> Dr. Terlaje presented the following resolutions for the Board's review and approval: 1. Res. 2017-04, Relative to the Reappointment of Active Medical Staff Privileges (exp. 10/31/18) for: ➢ John Fegurgur, MD ➢ Byungsoo Kim, MD ➢ Alex Giambartolomei, MD ➢ Edna Santos, MD ➢ Gladys Linsangan, MD ➢ Ma. Christina Manaloto, MD ➢ Hieu Campus, MD 2. Res. 2017-05, Relative to the Reappointment of Active Medical Staff Privileges (exp. 11/30/18) for: ➢ Sherif Philips, MD ➢ Sunggeun Im, MD ➢ Gisella Sandy, MD ➢ * ~~Craig Chaya, MD~~ ➢ Teresa Borja, MD ➢ Saied Safabakhsh, MD ➢ Friedrich Bieling, MD ➢ Jonathan Sidell, MD ➢ Faye Jensen, MD ➢ Michael Um, MD ➢ Amanda Del Rosario * Dr. Chaya was not approved for	Trustee Waibel motioned and it was seconded by Trustee Posadas to approve Resolution 2017-04 as presented. The motion carried with all ayes. Trustee Santos motioned and it was seconded by Trustee Perez to approve Resolution 2017-05 with the exception of Dr. Chaya who would be given active associate privileges on the condition that he completes all his incomplete medical charts, if any. The motion carried with all ayes.	Trustees Terlaje and Santos	Reports to be provided at the next scheduled meeting.	Approved/ Closed

reappointment to the medical staff due to his lack of required patient contacts per year. It was reported that Dr. Chaya only had one patient contact in the last four years. Dr. Lizama inquired the reason Dr. Chaya was not given active associate privileges instead. Dr. Terlaje responded that the JCPA subcommittee reviewed the request for privileges based on the category he had applied for and did not intend to alter it. Dr. Santos stated that this issue should have been addressed by the Credentials Committee before proceeding to the next level for approval. 3. Res. 2017-06, Relative to the Appointment of Provisional Medical Staff Privileges (exp. 10/31/17) for: ➢ Samir Ambrale, MD ➢ Han-Ting Lin, MD ➢ Daniel Medina, MD ➢ Daniel hartmann, MD 4. Res. 2017-07, Relative to the Appointment of Provisional Medical Staff Privileges (exp. 11/30/17) for: ➢ Vanessa Miller, MD ➢ Melany Hughes, MD ➢ Peter Pomerville, MD ➢ Stephen Roesler, MD ➢ Alexander Wielaard, MD ➢ Mary Anne Legaspi, MD ➢ Sarah Haley-Wien, DO ➢ Kevin Arnold, DO 5. Res. 2017-08, Relative to the Reappointment of Allied Health Professional Staff Privileges (exp. 10/31/18) for: ➢ Teresa Anderson, CNM	Trustee Waibel motioned and it was seconded by Trustee Perez to approve Resolutions 2017-06 and 2017-07 as presented. The motion carried with all ayes. Trustee Waibel motioned and it was seconded by Trustee Perez to approve Resolutions 2017-08 and 2017-09 as presented. The motion carried with all ayes.			

6. Res. 2017-09, Relative to the Reappointment Allied Health Professional Staff Privileges (exp. 11/30/18) for: ➢ Janet Nightingale, CNM ➢ Matthew Marsh, PA-C ➢ Khampho Ohno, PA-C <u>Others discussions</u>: Dr. Lizama broached the subject of physician assistants (PA) practicing at GMH. He stated that requirements to practice with or without a sponsoring physician and specific roles and responsibilities were not delineated in the medical staff bylaws.	Trustee Santos motioned and it was seconded by Trustee Posadas for the medical staff to update its bylaws and for the medical departments to develop policies and procedures to accommodate PA's.	Dr. Bieling as Medical Staff President		
B. <u>Quality and Safety Subcommittee</u> Trustee Santos reported the following: • The hospital received full accreditation status in April 2016 which was effective for three years. The hospital was last surveyed on Nov. 15th & 16th, and as a result, was cited for indirect and direct impact citations. Evidence of Standards Compliance (ESC) for the indirect and direct impact citations were due to Joint Commission on 01/06/17 and 12/23/16 respectively. • The Joint Commission will be implementing a new scoring method in January 2017. • The Centers for Medicare and Medicaid Services (CMS) conducted an on-site survey at the Skilled Nursing Unit in September 2016. Corrective Action plans were submitted timely and acknowledged received by CMS. • For performance improvement, (1) the business office was looking at ways of obtaining accurate addresses for customers (e.g., sourcing through consulate offices), (2) the medical records department began monitoring history and	The CY-2016, 3rd Quarter dashboards, Environment of Care Dashboards, Infection Control Dashboards, and Patient Satisfaction Survey were provided for the Board's reference. The hospital awaited a notice of acceptance from CMS.	Trustees Santos and Posadas	Reports to be provided at the next scheduled meeting.	Informational

physical examinations (H&PE's), (3) infection control and documentation compliance were a struggle among the nursing staff, and (4) the medical staff and housekeepers struggled with hand hygiene compliance as usual.				
C. <u>Human Resources Subcommittee</u> Trustee Waibel reported the following: 1. There were 230 FTE vacancies as of the October 2016 staffing report. She expressed that the hospital was doing well given the number of vacancies throughout the different departments. 2. Res. 2017-10, Relative to Amending the Minimum Qualification Requirements of the Pharmacy Technician I & II Positions 3. Res. 2017-11, Relative to the Creation of the Performance improvement Coordinator and Patient Safety Officer Positions 4. Res. 2017-12, Relative to Abolishing the Reduced Hours of Work program	Trustee Santos motioned and it was seconded by Trustee Perez to approve Resolution 2017-10 as presented. The motion carried with all ayes. Trustee Santos motioned and it was seconded by Trustee Perez to approve Resolution 2017-11 as presented. The motion carried with all ayes. Trustee Posadas motioned and it was seconded by Trustee Davis to approve Resolution 2017-12 as presented. The motion carried with all ayes.	Trustees Waibel and Posadas	Reports to be provided at the next scheduled meeting.	Informational
D. <u>Facilities, Capital Improvement Projects (CIP), and Information Technology Subcommittee</u> Trustee Davis highlighted the following: • The hospital was on track with its compliance with EHR measurements. There were two measurements where targets were not met; however, no risks were expected. • The replacement of the main facility's nurse call system was in the mobilization phase. • The vendor for the VOIP phone system was in the process of obtaining trenching permits. • The Guam Economic Development Authority	The CIP Status Report (rev. November 2016) was provided to the Board for reference. The report provided detailed information on the statuses of ongoing projects, future projects, completed projects and projects needing funding sources.	Trustees Davis and Perez	Reports to be provided at the next scheduled meeting.	Informational

was reviewing and compiling the necessary documents for submission to the USDA for review and approval. • Funding was needed for the SNU walkway project in order to address a CMS violation. • Other projects in progress, included: the patient monitor system upgrades, design and relocation of the communications center, solar panel project, transport vehicle purchase, ultra sound machine, and steam boiler replacement.				
E. <u>Governance, Bylaws and Strategic Planning Subcommittee</u> There were no updates to be reported.	None	Trustees Waibel and Terlaje	Reports to be provided at the next scheduled meeting.	None
F. <u>Finance and Audit Subcommittee</u> 1. Financials: September 2016 2. Res. 2017-13, Relative to Authorizing the Online Merchant Account with the Bank of Guam in Support of the ePayment of Medical Bills 3. Res. 2017-14, Relative to Approving 223 New Fees 4. Res. 2017-15, Relative to Approving 37 New Fees 5. Res. 2017-16, Relative to Approving 117 New Fees 6. Res. 2017-17, Relative to Approving 61 New Fees 7. GMH We Care Charity Fund Policy: Mrs. Perez introduced the program as a humanitarian aid for patients who needed treatment not presently offered at GMH. It would serve as a source to expedite off-island travel and would fund	The financials were deferred to the CFO's report. Trustee Santos motioned and it was seconded by Trustee Waibel to approve Resolution 2017-13 as presented. The motion carried with all ayes. Trustee Santos motioned and it was seconded by Trustee Waibel to approve Resolutions 2017-14 through 2017-17 as presented. The motion carried with all ayes. After thorough discussions, Board members expressed their support of the cause but decided to table the matter for future discussions when a more detailed scope was developed.	Trustees Perez and Lizama June Perez Dr. M. Um Dr. K.	Reports to be provided at the next scheduled meeting. Updates to be provided at the next scheduled meeting.	Informational Tabled

specific needs, such as, the cost to obtain passports, meals, etc. She stated that the program would require full-time staffing for the development and would be piloted in the pediatrics unit. Trustee Perez expressed that he did not support staffing the program because the hospital had existing issues that needed attention. Other Board members expressed their full support of the cause and providing assistance with the development, but they were not in support of providing staffing to administer the program. <u>Other Discussions</u>: Trustee Perez reported that the Finance and Audit subcommittee, together with the finance team, were still working on revising several of the reports reviewed at the subcommittee and full Board levels.		Shimabukuro		
VI. ADMINISTRATORS' REPORTS				
A. <u>Hospital Administrator/CEO</u> Mr. Camacho provided his written report and highlighted the following: • On 10/31/16, St. Anthony Catholic School donated three paintings for the ICU. • On 11/07/16, the Buddhist temple of Guam donated 30 wheelchairs for patients use. • The hospital garnered 11 overall Mag PRO Awards out 24 nominations.	No decisions or actions taken.	Mr. Camacho	Reports to be provided at the next scheduled meeting.	Informational
B. <u>Associate Administrator of Medical Services</u> Mr. Camacho informed the board that there were several changes in the medical services division. Dr. Lizama would be focusing on his role as the medical director for the Department of Corrections and internal medicine hospitalist program at GMH,	No decisions or actions taken.	Dr. Lizama	Reports to be provided at the next scheduled meeting.	Informational

and Dr. Vincent Duenas and Dr. Kozue Shimabukuro were introduced as the Associate Hospital Administrator of Medical Services (AHAMS) and Assistant AHAMS respectively.				
C. <u>Assistant Administrator of Nursing Services</u> Mrs. Pecina reported the following: • (1) There were critical nursing shortages in the specialty areas, (2) nine new UOG graduates would be coming on board, and (3) a total of seven resignations were received. • The nursing division was working on its action plans for three citations, including: conscious sedation, Code 72 for neonates and pediatric patients, and ensuring admission assessments and plans of care were in place for patients boarding in the emergency department.	No decisions or actions taken.	Ms. Pecina	Reports to be provided at the next scheduled meeting.	Informational
D. <u>Chief Financial Officer</u> <u>Financials</u>: The financial reports as of September 2016 were distributed for reference. Mrs. Manglona highlighted the following: ➢ the e-Payment project would move forward with the approval of Resolution 2017-13 ➢ audits of the hospitals financials were ongoing ➢ 91% of the chargemaster was reviewed and a total of 1,100 items remained, once completed the chargemaster will be interfaced with Optimum ➢ a FY-2018 Budget Call was received and the hospital would begin its budget plans for the next fiscal year ➢ in FY-2016 $174M was billed and $93M of that amount was collected ➢ there was a decrease in contractual adjustments compared to the prior year ➢ over 50% of the payer mix were from Medicare, Medicaid, and MIP ➢ there was a decrease in the patient count but revenues were consistent ➢ Mrs. Manglona went over charts showing, payer mix, revenue types, underpayment by	No decisions or actions taken.	Mrs. Manglona	Reports to be provided at the next scheduled meeting.	Informational

payer mix, revenue types, underpayment by the 3M's, and uncompensated care (self-pay)				
E. <u>Medical Staff President</u> • Dr. Bieling reported that there were no major issues in the medical staff other than improving attendance at the quarterly staff meetings. • Dr. Bieling stated that the OB/Gyn department needed to develop a structure in order to capture revenues and to document all outpatient services provided by the department.	No decisions or actions taken.	Dr. Bieling	Reports to be provided at the next scheduled meeting.	Informational
VII. ADJOURNMENT				
	There being no further matters for discussion, Trustee Lizama declared the meeting adjourned at 8:36 p.m.	Trustee Lizama	None	Approved

Transcribed by: _____
Theo M. Pangelinan
Administrative Assistant

Submitted by: _____
Melissa Waibel
Secretary, Board of Trustees

CERTIFICATION OF APPROVAL OF MINUTES: The minutes of the December 6, 2016 regular session meeting was accepted and approved by the GMHA Board of Trustees on this 19th day of January 2017.

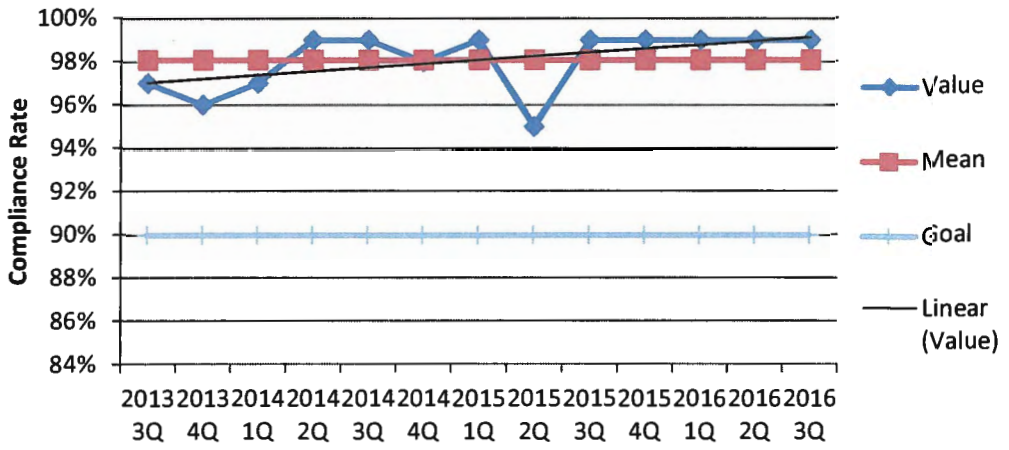
Certified by: _____
Eloy S. Lizama
Chairman, Board of Trustees

PATIENT SAFETY SCORE CARD (2016 3Q)

National Patient Safety Goals

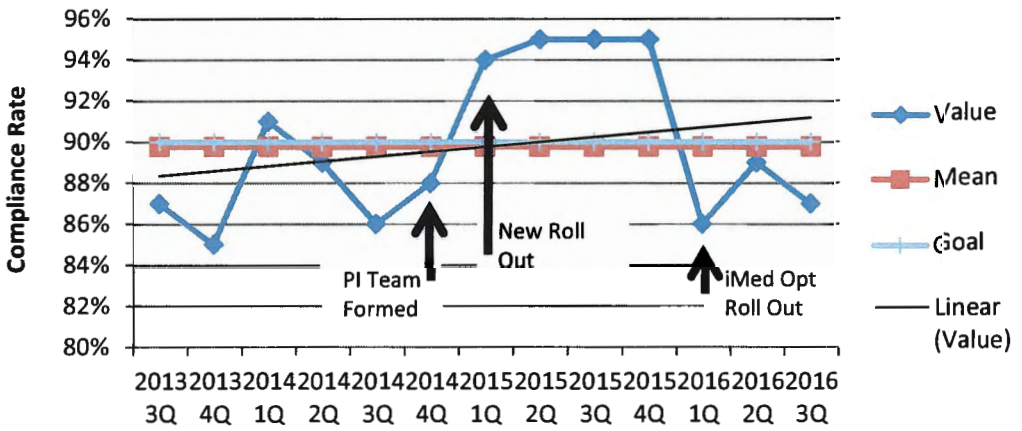
Goal One: Improve the accuracy of patient identification.

Prior	99%
Current	99%
Direction of Change	
Target	90%



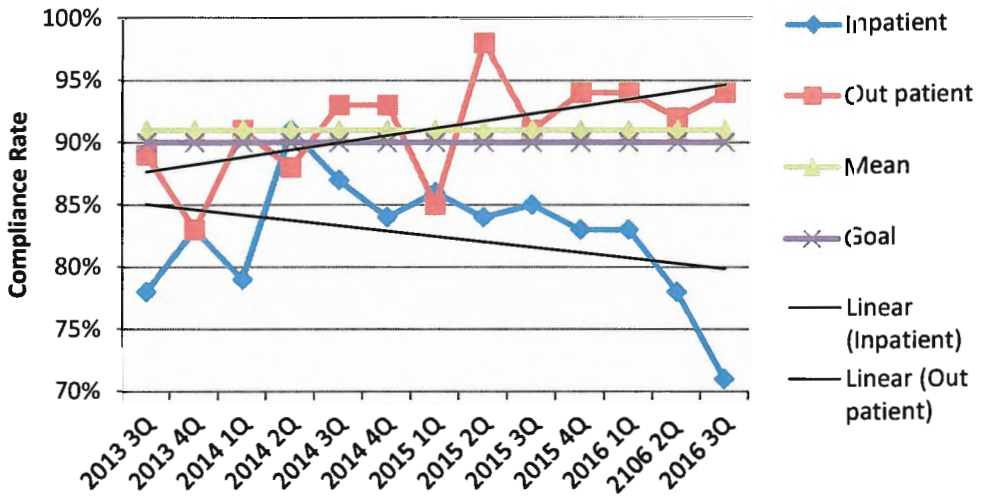
Goal Two: Improve the effectiveness of communication among caregivers.

Prior	86%
Current	89%
Direction of Change	
Target	90%



Goal Three: Improve the safety of using medications.

Prior	Inpt	78 %
	Outpt	92 %
Current	Inpt	71 %
	Outpt	94 %
Direction of Change	Inpt	
	Outpt	
Target	90%	



Goal Six: Reduce harm associated with clinical alarm systems.

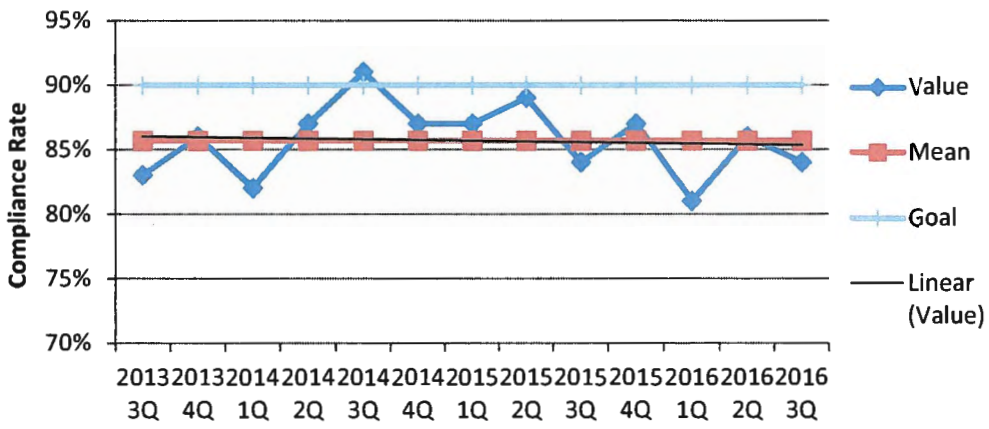
Educational Roll Out scheduled for 1Q 2017

Goal Seven: Reduce the risk of health care-associated infections.

INFECTION PREVENTION

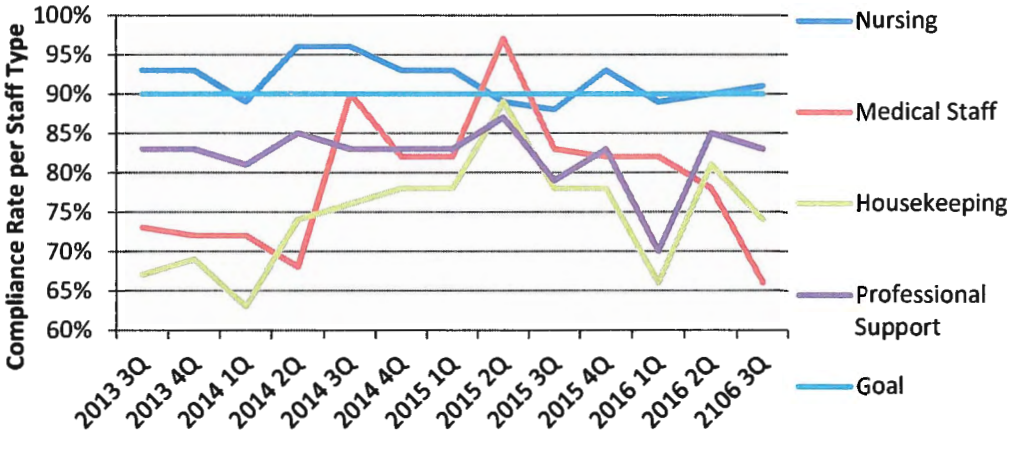
Hand Hygiene Compliance Overall

Prior	86%
Current	84%
Direction of Change	▼
Target	90%



Hand Hygiene Compliance by Staff Breakdown

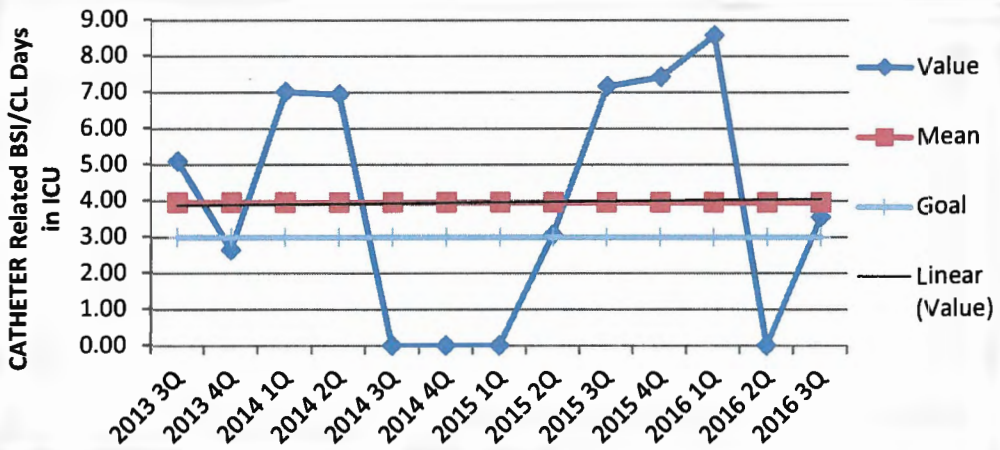
Nursing Average	91%
Medical Staff Average	66%
Housekpng Average	74%
Professional Support Average	83%



HOSPITAL ASSOCIATED INFECTIONS

Standardized infection ration (SIR) for catheter-related blood stream infections (BSI)

Prior	0
Current	3.55
Change of Direction	▲
Target	< 3.1



Standardized infection ration (SIR) for surgical site infections (SSI)

Prior	
Current	
Trend	
Target	<5 %

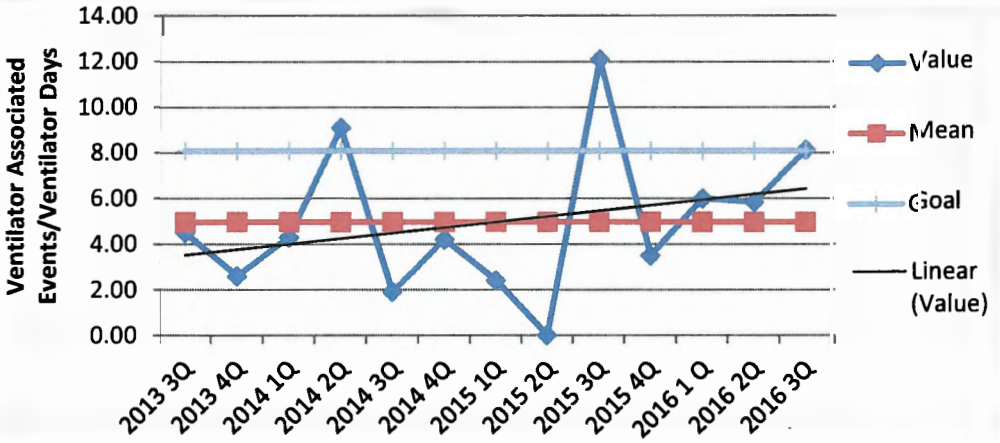
MINDS UNDER CONSTRUCTION

This metric was revised for CY 2015. There are not enough data points at this point to graph. This metric is reported on a quarterly basis.

Incidence of Surgical Site Infections					
2015 2Q	2015 3Q	2015 4Q	2016 1Q	2016 2Q	2016 3Q
1%	2%	ND	2%	1%	4%

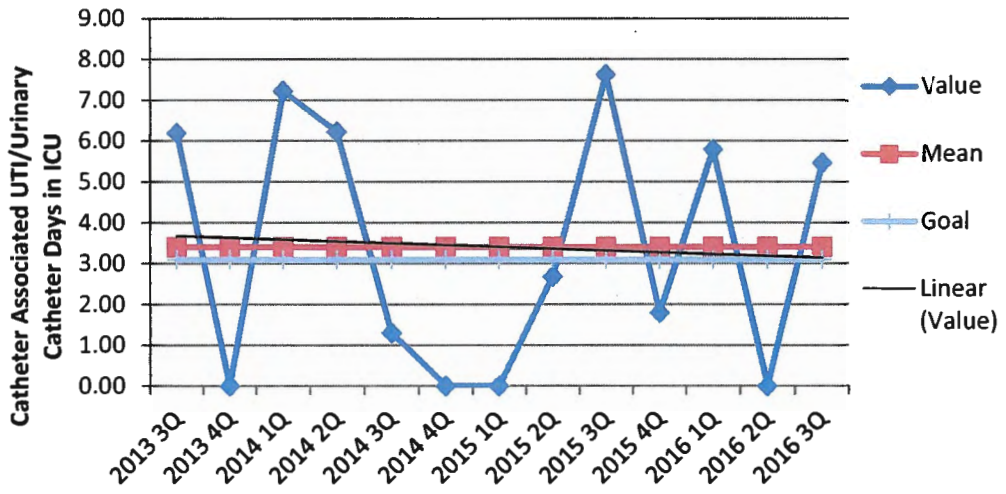
Standardized infection ration for ventilator-associated event (VAE)

Prior	5.84
Current	8.13
Change of Direction	▲
Target	< 8.1



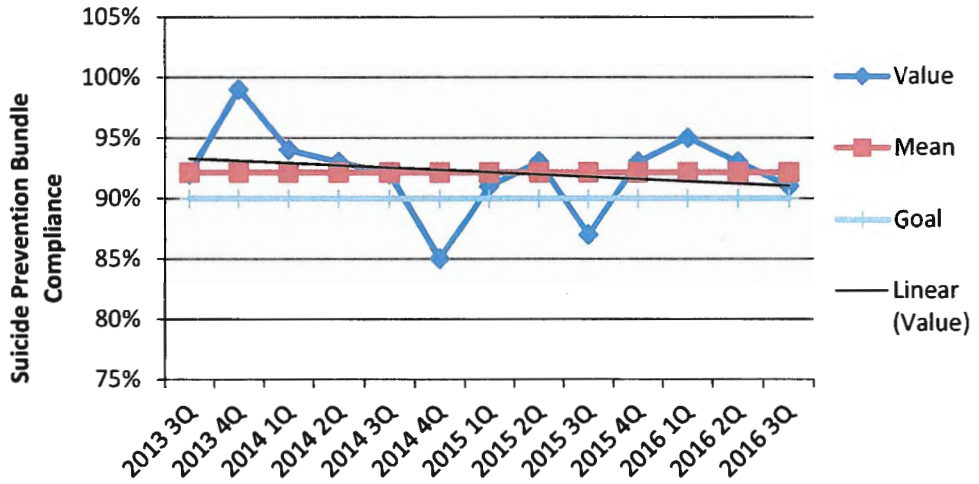
Standardized infection ration for catheter associated urinary tract infections (CAUTI)

Prior	0
Current	5.46
Change of Direction	▲
Target	< 3.1



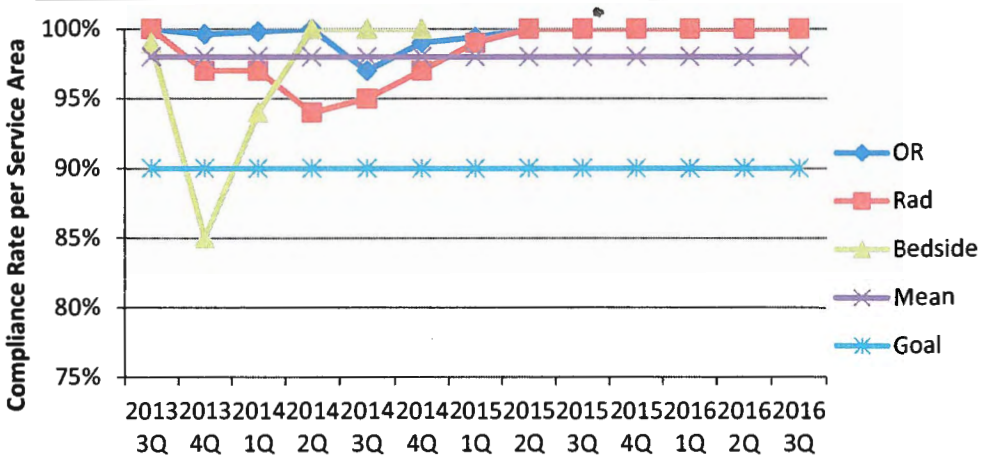
Goal Fifteen: The organization identifies safety risks inherent in its patients.

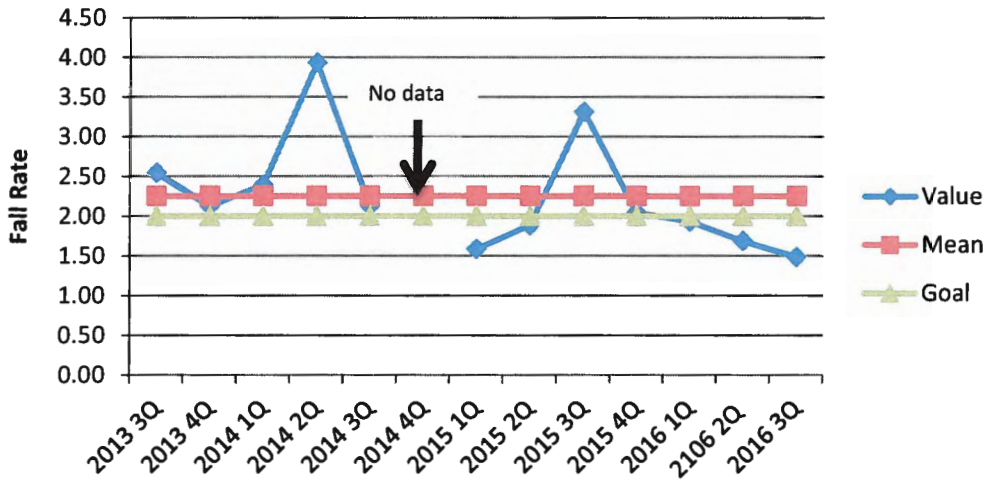
Prior	93%
Current	91%
Change of Direction	▼
Target	90%



Universal protocol for preventing wrong site, wrong procedure, and wrong person surgery

Prior	OR	100 %
	Rad	100 %
	Bed	ND
Current	OR	100 %
	Rad	100 %
	Bed	ND
Change of Direction	=	
Target	90%	



Fall Prevention		
Prior	1.68	
Current	1.48	
Change of Direction	▼	
Target	< 2.0	
Prior		
Current		
Change of Direction		
Target	90%	

This metric was revised for CY 2016. There are not enough data points at this point to graph. This metric is reported on a quarterly basis.

Fall Precautions Bundle Compliance			
2016 1Q	2016 2Q	2016 3Q	2016 4Q
94%	90%	90%	

GUAM MEMORIAL HOSPITAL AUTHORITY
REVIEW AND ENDORSEMENT CERTIFICATION

The signatories on this document acknowledge that they have reviewed and approved the following:

☐ Bylaws Submitted by Department/Committee: Administration

☐ Rules & Regulations Policy No.: A-MS500

☒ Policies & Procedures Title: Medical Staff Peer Review

Reviewed/Endorsed	**Date**	**Signature**
	24 August 2016	
Title		Friedrich C. Bieling, MD, FACOG Chairperson, Medical Executive Committee
Reviewed/Endorsed	**Date**	**Signature**
	12/02/16	
Title		PeterJohn D. Camacho, MPH Chairperson, Executive Management Council
Reviewed/Endorsed	**Date**	**Signature**
	1/19/17	
Title		Ricardo Terlaje, MD Chairperson, BOT-Joint Conference and Professional Affairs Committee
Reviewed/Endorsed	**Date**	**Signature**
	1/19/17	
Title		Eloy Lizama Chairperson, Board of Trustees

***Use more forms if necessary. All participating departments/committees in developing the policy should provide signature for certification prior to submitting to the Compliance Officer.**

GUAM MEMORIAL HOSPITAL AUTHORITY
REVIEW AND ENDORSEMENT CERTIFICATION

The signatories on this document acknowledge that they have reviewed and approved the following:

Submitted by: Medical Staff Office

Policy No.: A-MS_____

Policy Title: Ongoing Professional Practice Evaluation

Reviewed/Endorsed:	**Date**	**Signature**
Name: Title:	Jennifer Sevilla Program Coordinator I, Medical Staff Office	
Reviewed/Endorsed:	**Date**	**Signature**
Name: Title:		
Reviewed/Endorsed:	**Date**	**Signature**
	12/28/16	
Name: Title:	President, Medical Staff Dr. Friedrich Bieling	
Reviewed/Endorsed:	**Date**	**Signature**
	01/18/17	
Name: Title:	Ricardo Terlaje, MD Chairman, JCPA Subcommittee	
Reviewed/Endorsed:	**Date**	**Signature**
	01/19/17	
Name: Title:	Eloy Lizama Chairman, Board of Trustees	

*Use more forms if necessary. All participating departments/committees in developing the policy should provide signature for certification prior to submitting to the Compliance Officer.

Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan

850 GOV. CARLOS CAMACHO ROAD
OKA, TAMUNING, GUAM 96913
TEL: 647-2444 or 647-2330
FAX: (671) 649-0145

BOARD OF TRUSTEES
Official Resolution No. 2017-18

"RELATIVE TO COMPLYING WITH A CENTERS FOR MEDICARE AND MEDICAID SERVICES (CMS) DETERMINATION THAT THE SKILLED NURSING UNIT (SNU) FACILITY IS IN NONCOMPLIANCE WITH A SPECIFIC LIFE SAFETY CODE VIOLATION AS DESCRIBED IN THIS RESOLUTION"

WHEREAS, the Centers for Medicare and Medicaid Services (henceforth referred as "CMS") has determined that the Guam Memorial Hospital Authority (henceforth referred as "GMHA") Skilled Nursing Unit (henceforth referred as "SNU"), a facility located in Barrigada, Guam, was not in substantial compliance with the Life Safety Code (henceforth referred as "LSC") requirements (see attached CMS letter dated November 14, 2016); and

WHEREAS, more specifically, GMHA's SNU Facility has a non-compliant exterior, ground floor area that is located just outside of its three (3) clinical wings that contain the skilled nursing care rooms, spaces, medical equipment and other appurtenances utilized by the SNU's residents, families, visitors and employees. CMS determined that GMHA's SNU does not have a "means of egress" in this part of the Facility and therefore, GMHA needs to procure construction services "to build a walkable surface that is an accessible means of egress (a path of travel) that leads to a public way or an area of refuge, an if needed obtain permits and approvals from local or state authorities;" and

WHEREAS, CMS has granted GMHA a "temporary waiver," to complete the construction of such an emergency exterior walkway and area of refuge, that "will expire on May 31, 2017, or the next Life Safety Code survey, whichever comes first;" and

WHEREAS, GMHA's Hospital Administrator/CEO is ultimately responsible for protecting the Life Safety of its SNU residents, families, visitors and employees so that GMHA can effectively meet and sustain its mission "to provide quality patient care in a safe environment;" and

WHEREAS, in order to complete this SNU Emergency Exterior Walkway Project, GMHA shall need to procure construction services that shall exceed $25,000 and therefore is considered a large Capital Improvement Project that must be procured through the formal Invitation for Bid (IFB) process; and

WHEREAS, GMHA has residual General Obligation Bond Proceeds remaining from the completed Emergency Department and CCU/ICU Expansion Project and has communicated this remaining residual funds balance to the Guam Economic Development Authority (GEDA), as

well as GMHA's financial need to use these funds for this Project; now, therefore be it

RESOLVED, that the GMHA Board of Trustees fully supports the procurement of construction services to construct the required means of egress and area of refuge in order to remove this Life Safety Code deficiency as soon as possible for the health and well-being of GMHA's SNU residents, families, visitors, volunteers, contractors and employees; and, be it further

RESOLVED, that the GMHA Board of Trustees certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 19th DAY OF JANUARY 2017.

Certified by:

Eloy S. Lizama
Chairman, Board of Trustees

Attested by:

Melissa Waibel
Secretary, Board of Trustees

Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan

850 GOV. CARLOS CAMACHO ROAD
OKA, TAMUNING, GUAM 96913
TEL: 647-2444 or 647-2330
FAX: (671) 649-0145

BOARD OF TRUSTEES
Official Resolution No. 2017-19

"RELATIVE TO APPROVING THIRTY-SIX (36) NEW FEES"

WHEREAS, Public Law 26-66, places the rate making authority of the Guam Memorial Hospital Authority under the GMHA Board of Trustees; and

WHEREAS, the GMHA Board of Trustees has reviewed the Public Law 26-66; and

WHEREAS, a Public Hearing was held on December 14, 2016 and oral comments and written testimony have been solicited for the thirty-six (36) new fees comprised of the following Hospital departments: Labor & Delivery, Radiology, Pharmacy and Respiratory; and

WHEREAS, the GMHA Board of Trustees has reviewed the list of new fees and found the same to be in order; now, therefore be it

RESOLVED, that the GMHA Board of Trustees directs the Hospital Administrator/CEO to continue to proceed with the adjudication process of these 36 new fee items;, and, be it further

RESOLVED, that the Chairperson certifies and the Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 19th DAY OF JANUARY 2017.

Certified By:

Eloy S. Lizama
Chairman, Board of Trustees

Attested By:

Melissa Waibel
Secretary, Board of Trustees

GUAM MEMORIAL HOSPITAL AUTHORITY **PUBLIC HEARING ON HOSPITAL FEES** Wednesday, December 14, 2016 @ 2:00 P.M. DL Webb Conference Room	ATTENDANCE	
	Present: Benita A. Manglona, Chief Financial Officer/ Presiding Hearing Officer Edward Birn, Assistant Chief Financial Officer Frumen Patacsil, Hospital QI Specialist	**Guests Present**: Refer to attached Attendance Sheet

AGENDA		DISCUSSION / RESPONSES	DECISION / ACTION
I.	Introduction	Ms. Benita Manglona introduced herself at the public hearing as the Chief Financial Officer and the Presiding Hearing Officer for this public hearing and announced the commencement of this public hearing at 2:06 p.m.	Informational
II.	Opening Remarks	On behalf of the GMHA Board of Trustees, the Hospital Administrator/CEO and the GMHA employees, Ms. Manglona welcomed the attendees at this public hearing. She indicated that we had an agenda to follow and the public would be given an opportunity to ask questions later.	Informational
III.	Purpose of the Public Hearing	Ms. Manglona cited the enactment of Public Law 26-66 in December 2001 that removed the rate-setting jurisdiction from the PUC and gave it to the GMHA Board of Trustees. She also cited the Guam Code Annotated 10GCA §80109 that gave the authority to the Hospital to set its rates. In compliance with the Administrative Adjudication Law and further Guam Code Annotated directives, the Hospital did publish in The Guam Daily Post the announcement of this public hearing. The Hospital also sent the notice of this public hearing via facsimiles and electronic mails to various news media organizations, the Governor's Office, the Congresswoman, and to our elected Senators of the 33rd Guam Legislature. In addition, letters were sent to the third party payers via electronic mails inviting them to this public hearing. The Hospital also posted the Notice of Public Hearing and the list of new fee items on its official website as mandated by public law.	Informational
IV.	Presentation of Proposed New Fees	Mr. Patacsil introduced himself being in charge of the Hospital Charge Library. He presented at this public hearing a total of 36 new fee items. These new fee items were submitted by different hospital departments from October to December 2016.	Informational

<table>
<tr><td></td><td></td><td>The summary of these new fee items were as follows:

<table>
<tr><td></td><td>Fee Items</td><td>Departments</td><td>Description</td></tr>
<tr><td></td><td>2</td><td>Labor & Delivery</td><td>Supplies</td></tr>
<tr><td></td><td>13</td><td>Radiology</td><td>Procedures</td></tr>
<tr><td></td><td>17</td><td>Radiology</td><td>Supplies</td></tr>
<tr><td></td><td>2</td><td>Pharmacy</td><td>Pharmaceutical items</td></tr>
<tr><td></td><td>2</td><td>Respiratory</td><td>Supplies</td></tr>
<tr><td>TOTAL:</td><td colspan="3">36 New Fee Items</td></tr>
</table></td><td>(Refer to list of new fees provided at the public hearing)</td></tr>
<tr><td>V.</td><td>Testimonies from the Public</td><td>Ms. Manglona noted that no attendees from the public at this public hearing had signed up for testimony.

She stated that the public could submit a written testimony to the Hospital Administrator/CEO within five (5) days after this public hearing. These testimonies would be incorporated into the submission package to the 33rd Guam Legislature.</td><td>Informational</td></tr>
<tr><td>VI.</td><td>Questions and Answers on Proposed Fees</td><td>Ms. Manglona commenced soliciting from the attendees for any questions they might have concerning the new fee items presented. It was noted that there were no questions from the attendees present at the public hearing.</td><td>Informational</td></tr>
<tr><td>VII.</td><td>Closing Remarks</td><td>Ms. Manglona thanked everyone for making their time to attend this public hearing. The next public hearing will be scheduled in the next quarter.</td><td>Informational</td></tr>
<tr><td>VIII.</td><td>Adjournment</td><td>The public hearing was adjourned at 2:10 p.m.</td><td></td></tr>
</table>

Recorded and Transcribed by:

Wai-Man H. Chan "Candy"
Administrative Assistant

Approved by:

Benita A. Manglona
Chief Financial Officer
Presiding Hearing Officer

12/28/16
Date

12/27/16

GUAM MEMORIAL HOSPITAL AUTHORITY
SUMMARY OF NEW FEE ITEMS/SERVICES
for Submission to the 33rd Guam Legislature
Public Hearing on December 14 , 2016

NO	CHARGE CODE	DESCRIPTION	FEE MODEL RATE	DEPARTMENT
1	16-00291	LARYNGOSCOPE FIBEROPTIC	$ 254.99	LABOR & DELIVERY
2	16-01463	PRESSURE INFUSOR BTA	$ 105.87	LABOR & DELIVERY
3	20-42405	INCISIONAL BX SALIVARY GLAND	$ 491.24	RADIOLOGY
4	20-43756	DUODENAL INTUB/ASPIRATE W/IMG	$ 100.69	RADIOLOGY
5	20-47380	OPEN ABLATE LIVER TUMOR, RF	$ 2,982.80	RADIOLOGY
6	20-47381	OPEN ABLATE LIVER TUMOR, CRYO	$ 2,849.44	RADIOLOGY
7	20-47382	PERC ABLATE LIVER TUMOR, RF	$ 4,118.23	RADIOLOGY
8	20-47383	PERC ABLATE LIVER TUMOR, CRYO	$ 4,118.23	RADIOLOGY
9	20-47542	PERC BAL DILATE BILIARY TREE	$ 271.40	RADIOLOGY
10	20-47543	PERC ENDOLUM BX BILIARY TREE	$ 342.66	RADIOLOGY
11	20-48400	INJECT INTRAOP PANCREATOGRAPHY	$ 222.68	RADIOLOGY
12	20-49082	ABD PARACENTESIS W/O IMAGE	$ 482.83	RADIOLOGY
13	20-49446	CONVERT G-TUBE TO G-J PERC	$ 1,088.00	RADIOLOGY
14	20-49450	REPLACE GASTRO/CECO TUBE PERC	$ 482.83	RADIOLOGY
15	20-49451	REPLACE DUOD/JEJ TUBE PERC	$ 482.83	RADIOLOGY
16	21-08503	CATHETER P/F 5F 110CM 10708503	$ 114.28	RADIOLOGY
17	21-09406	CATHETER PIG 4FR 70CM G09406	$ 85.47	RADIOLOGY
18	21-09489	NEEDLE YUEH 5FR 7CM G09489	$ 146.97	RADIOLOGY
19	21-09490	NEEDLE YUEH 5FR 10CM G09490	$ 170.50	RADIOLOGY
20	21-09803	CATHETER P/F 5F 100CM 13709803	$ 651.34	RADIOLOGY
21	21-10050	SET DRAIN CATH 10.2FR G10050	$ 766.92	RADIOLOGY
22	21-14045	CATHETER VER 4F 100CM 10714045	$ 114.28	RADIOLOGY
23	21-18502	CATHETER C-2 4FR 65CM 10718502	$ 114.28	RADIOLOGY
24	21-19503	CATHETER HH1 5F 100CM 10719503	$ 114.28	RADIOLOGY
25	21-19708	CATHETER C2 5FR 65CM 10719708	$ 114.28	RADIOLOGY
26	21-20405	CATHETER SO-2 5F 80CM 10720405	$ 114.28	RADIOLOGY
27	21-20408	CATHETER SO-0 5F 80CM 10720408	$ 114.28	RADIOLOGY
28	21-22102	CATHETER BER 5FR 65CM 10722102	$ 114.28	RADIOLOGY
29	21-32201	CATHETER O/F 5FR 65CM 10732201	$ 114.28	RADIOLOGY
30	21-32702	CATHETER KMP 5FR 40CM 10732702	$ 114.28	RADIOLOGY
31	21-43870	SET INTRODUCER 5FR G43870	$ 289.52	RADIOLOGY
32	21-88882	CATHETER MAHURKAR 12FR 13CM	$ 647.37	RADIOLOGY
33	42-33210	MOXIFLOXACIN 400MG TABLET	$ 45.12	PHARMACY
34	42-46305	MELATONIN 5MG TABLET	$ 0.91	PHARMACY
35	53-19250	VEST SPU WRAP-MED	$ 426.05	RESPIRATORY
36	53-19251	VEST SPU WRAP-LGE	$ 426.05	RESPIRATORY

**********LAST ITEM**********

I certify that this listing of items comprises all fees required by law for submission at this time to be complete as presented here.

Frumen A. Patacsil
Hospital Quality Improvement Specialist

12/2/16
Date

1st Endorsement of Concurrence:
I concur and further certify that this listing of items are exempted under Section 9301(i) to Article 3, Chapter 9, Division 1 of Title 5 of the Guam Code Annotated and in compliance with Title10 GCA Part 2 Division 4 Chapter 80 §80109

Benita A. Manglona
Chief Financial Officer

12/2/16
Date

Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan

850 GOV. CARLOS CAMACHO ROAD
OKA, TAMUNING, GUAM 96913
TEL: 647-2444 or 647-2330
FAX: (671) 649-0145

PUBLIC HEARING
HOSPITAL NEW RATES, FEES AND CHARGES

Wednesday, December 14, 2016
GMHA Daniel L. Webb Conference Room
2:00 p.m.

Attendance Sheet

NO.	NAME	ORGANIZATION	CONTACT NO.
1	Candy Chan	GMHA Fiscal Svcs	648-7958
2	Chuck Tanner	San Rodriguez	687 8827
3	Angela Gaminde	GMHA (RT)	647-2405
4	Edna Carbonell	STAYWELL	477 5091
5	Melanie Villarin	STAYWELL	477-5091
6	Fumen Patacsil	GMHA - Fiscal	6489945
7	Valerie Meno	GMHA - Labor & Delivery	647-2292
8	Edward M Bra	RCHO	
9	Wilfredo Santos	GMHA - Fiscal	648 75 76
10	Alexy Dacanay	SelectCare	479-7958
11	Latoya Ibanez	SelectCare	479-7980
12	Benita Manglona	GMHA CFO	
13	Evangeline P. Chan	GMHA Pediatrics	ext 2288
14			
15			
16			
17			
18			
19			

Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan
850 GOV. CARLOS CAMACHO ROAD
OKA, TAMUNING, GUAM 96913
TEL.: (671) 647-2444 or (671) 647-2330
FAX: (671) 649-0145

PRESS RELEASE

FOR IMMEDIATE RELEASE – December 5, 2016

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Guam Memorial Hospital Authority (GMHA) will be conducting a Public Hearing on hospital new rates, fees and charges. Documents relating to this proceeding are available on our website at www.gmha.org under Public Information - GMHA Press Release – GMHA Public Hearing. Should you have any questions, please feel free to contact *Mr. Frumen Patacsil*, Hospital Quality Improvement Specialist at 648-7945 or *Ms. Benita A. Manglona,* Chief Financial Officer at 647-2367.

Date:	**Wednesday, December 14, 2016**
Time:	**2:00 p.m.**
Place:	**GMHA Daniel L. Webb Conference Room, 1st Floor, Administration Wing, 850 Gov Carlos Camacho Road, Oka Tamuning, Guam.**

Individuals requiring special accommodations should contact Toni Tenorio, ADA Coordinator, at 647-2218/2367 to make appropriate arrangements.

DISTRIBUTION:
Board of Trustees
Governor Edward J.B. Calvo
Congresswoman Madeleine Bordallo
Speaker Judith T. Won Pat
Senator Dennis G. Rodriguez, Jr., Committee on Health,
Economic Development, Homeland Security, and Senior Citizens
Office of the Attorney General
GMHA President of the Medical Staff
GMHA Medical Staff
GMHA Departments / Units
Pacific Daily News – Observation Post
The Guam Daily Post
Pacific News Center
Newstalk K57 / Power 98
KUAM TV / Radio

KTWG	KOKU
KPRG	KHMG
KGTF	GMHA Website

Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan

850 GOV. CARLOS CAMACHO ROAD
OKA, TAMUNING, GUAM 96913
TEL: 647-2444 or 647-2330
FAX: (671) 649-0145

BOARD OF TRUSTEES
Official Resolution No. 2017-19

"RELATIVE TO APPROVING THIRTY-SIX (36) NEW FEES"

WHEREAS, Public Law 26-66, places the rate making authority of the Guam Memorial Hospital Authority under the GMHA Board of Trustees; and

WHEREAS, the GMHA Board of Trustees has reviewed the Public Law 26-66; and

WHEREAS, a Public Hearing was held on December 14, 2016 and oral comments and written testimony have been solicited for the thirty-six (36) new fees comprised of the following Hospital departments: Labor & Delivery, Radiology, Pharmacy and Respiratory; and

WHEREAS, the GMHA Board of Trustees has reviewed the list of new fees and found the same to be in order; now, therefore be it

RESOLVED, that the GMHA Board of Trustees directs the Hospital Administrator/CEO to continue to proceed with the adjudication process of these 36 new fee items;, and, be it further

RESOLVED, that the Chairperson certifies and the Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 19th DAY OF JANUARY 2017.

Certified By:

Eloy S. Lizama
Chairman, Board of Trustees

Attested By:

Melissa Waibel
Secretary, Board of Trustees

Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan
850 GOV. CARLOS CAMACHO ROAD
OKA, TAMUNING, GUAM 96913
TEL: 647-2444 or 647-2330
FAX: (671) 649-0145

BOARD OF TRUSTEES
Official Resolution No. 2017-20

"RELATIVE TO THE CREATION OF NEW POSITIONS FOR THE INFORMATION SERVICES DEPARTMENT AKA "IT DEPT" AND AN AMENDMENT OF THE HOSPITAL INFORMATION TECHNOLOGY ADMINISTRATOR POSITION"

WHEREAS, the current position classifications for Information Service positions within the government of Guam do not accurately depict the functions of the "IT Dept"; and

WHEREAS, as part of the organizational redesign of the "IT Dept" for better operational efficiency and services the creation of the Hospital Clinical/Systems Support Series of Positions and the Hospital IT Support Series of Positions, and the amendment of the Hospital Information Technology Administrator position will provide for a more cohesive, efficient and more service oriented organization; and

WHEREAS, the current "IT Dept" is staffed with incumbents holding positions that are not properly classified; and

WHEREAS, the redesign of the "IT Dept" will ensure continuity of the technical support and operations area of the Hospital by appropriately aligning the department especially in light of the many new technologies that have been implemented (i.e., Cerner LAB LIS System, the Optimum Revenue Cycle Management System, the Optimum Clinical OIMED System, etc.); and

WHEREAS, with the creation of the Hospital IT Technician I and II, and the Hospital Clinical/Systems Support I, II, and III, incumbents will be reclassified into these positions provided they qualify for the positions as reallocated. The effective date of the reallocations will be upon the successful passing of a drug screen. As for the Hospital IT Support Supervisor and the Hospital Clinical/Systems Support Supervisor, these positions will be filled via the competitive process; and

WHEREAS, the provisions of §6303.1, Chapter 6, Title 4 of the Guam Code Annotated have been met and no comments from the public were received; and

WHEREAS, the HR, BOT Sub-Committee on November 29, 2016 recommended approval of the creation of the positions and the amendment of the Hospital Information Technology Administrator position; now, therefore be it

RESOLVED, that the Board of Trustees accepts the recommendation of the HR, BOT Sub-Committee and approve the creation of the ***new IT positions and the amendment of the Hospital Information Technology Administrator*** position; and, be it further

RESOLVED, that the Hospital Administrator/CEO is directed to initiate the administrative processes to bring to fruition the utilization of this position; and, be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 19th DAY OF JANUARY 2017.

Certified by:

Eloy S. Lizama
Chairman, Board of Trustees

Attested by:

Melissa Waibel
Secretary, Board of Trustees

HOSPITAL CLINICAL/SYSTEMS SUPPORT SUPERVISOR

NATURE OF WORK IN THIS CLASS:

This position administers complex hospital clinical technology systems or specialized hospital information technology systems.

An employee in this class will be responsible for the supervision of staff as assigned to assist in the administration of the Hospital's clinical technology or other specialized hospital information technology systems; and for administering IT directives that encompass the development, deployment, maintenance and management of Hospital-wide Clinical IT; or other specialized hospital information systems in order to facilitate accurate and efficient standards compliant to direct and indirect patient care in a hospital computing environment.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).

Administer the Clinical Information Systems and Applications; or the Revenue Cycle Management and Financial Information Systems and Applications used throughout the hospital and serves as liaison between vendors and the hospital.

Assist Clinical or Operation's areas in the use of information systems for the advancement of accuracy, efficiency and compliance of direct patient care.

Manage Tier III Level of technical support in the areas of systems administration, technical, and management support and design; network security and infrastructure, user access and security; Change and Patch management; quality assurance; Disaster recovery and Business Continuity Management; regulatory compliance, risk management, and maintenance of information systems and technologies in a hospital computing environment.

Plan and establish system requirements and design specifics; participates in planning, directing and coordinating project activities which include the evaluation, deployment and management of current and future hospital IT systems across the organization.

Manage and conduct Risk Management safeguards and controls to ensure maximum and effective systems security of all Hospital Information Systems that store, process or transmit healthcare information.

Manage the security design, implementation, and maintenance of enterprise network testing by working with system engineers to design the test network, manage and configure firewalls and VPNs, support virtual evaluations; and assist in the design and development of integrated information systems interoperability.

Design, test, provision, and implement modern secure operating systems, networks, and database products for use in the hospital computing environment.

Conduct quality assurance pre-check and ensure equipment meets standard preset installation package.

Coordinate and communicate system procedural implementation to end users, coordinators, specialty managers and work teams and serves as liaison between users, vendor and IT Department.

Oversee the maintenance of hospital physical servers and coordinates problem resolution with IT staff.

Define, capture, analyze, archive and maintain hospital-wide master database files and patient information data. Provides end-user access to data extracts through custom query reporting method, data download, files transfer, Electronic File Transfer (EFT) and submission, transaction code set, Electronic Data Interface (EDI) standards used for electronic medical claims processing and remittance advice with contracted third party payers.

Manage and perform backup strategies to ensure complete hospital information systems and technology daily backups.

Manage and resolve system and application problems with end users by identifying issues and or source of program errors.

Maintain user's compliance of information security policies and procedures, and technical systems for confidentiality, integrity and availability of all organizational healthcare information systems in accordance with HIPAA Security and Joint Commission.

Conduct physical and electronic security audits.

Determine and recommend improvements of standards and implements changes. Develops and maintains relationships with system vendors.

Manage the installation of new clinical and technical support systems and releases; coordinates efforts to detect and correct system problems with newly installed application and updates between IT staff, functional end users and third party vendors.

Manage IT component of the RIS and LIS teams to insure interfaces and data flow required are functioning properly.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the functions and capabilities of hospital and healthcare information technology processing.

Knowledge of the standard principles, methods, practices, techniques of information technology such as information systems planning, database design, programming and systems implementation.

Knowledge of VPN, Network Protocols, Management, Wiring and Hardware; and wireless Technology and Access Control Systems.

Knowledge of electronic communications and encryption protocols and compliance.

Knowledge of Windows Operating Systems, Windows and desktop software applications and support, Patch Management, and end-user compliance and controls.

Knowledge of HIPAA, the Privacy Act and Joint Commission regulations.

Knowledge of the principles and practices of computing programming, system analysis, and design.

Knowledge of computer hardware and software systems.

Knowledge of Wide Area Network (WAN) development enterprise and/or Voice Over Internet Protocol (VOIP) system development.

Ability to think logically and pay close attention to details.

Ability to make decisions in accordance with appropriate guidelines.

Ability to evaluate systems and processes and recommend adapting to cost savings electronic data processing techniques to improve program effectiveness.

Ability to ensure data integrity and apply system security and control standards.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Skilled in planning and project management.

Skilled in analytical and critical thinking, in conjunction with route technical user support and resolution methods.

Skilled in supervision, planning, and project management.

Skilled in working with complex systems design, management, maintenance and configuration scenarios to ensure maximum efficiency, effectiveness, productivity and regulatory compliance.

MINIMUM EXPERIENCE AND TRAINING:

A) Four (4) years of progressively responsible experience in administering hospital information technology and clinical systems; and graduation from a recognized college or university with a Master's degree in Computer Science, Information Science, or related fields.
B) Three (3) years of progressively responsible experience in administering information and technology systems; or experience in information systems support, systems analysis, systems

design, and systems management ; two (2) years of supervisory or leadership experience; and graduation from a recognized college or university with a Bachelor's degree in Computer Science, Information Science, or related field.

HAY EVALUATION:

EI3	264
E3 (38%)	100
E2C	115
	479

PAY GRADE-O

Eloy S. Lizama
Chairman, Board of Trustees

1/19/17
Date

HOSPITAL CLINICAL/SYSTEMS SUPPORT SPECIALIST III

NATURE OF WORK IN THIS CLASS:

This position provides complex/advanced technical lead support of hospital Clinical Systems or other specialized hospital Information Systems.

An employee at this level will provide support that encompasses the development, deployment, maintenance and management of Hospital wide Clinical IT systems and other specialized hospital Information Systems to facilitate accurate, efficient and standards compliant to direct and indirect patient care in a Hospital Computing Environment.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).

Facilitate the installation, implementation, support and administration of Clinical Information Systems and Applications or other specialized Hospital Information Systems.

Serve as project leader to plan and execute major Hospital Network Infrastructure upgrades, installations and configurations of hardware, software, network client workstations and peripherals.

Provide Tier III level technical support in the repair, configuration, software installation, problem determination and resolution, testing and provisioning of all personal computers and peripherals connected to the Hospital Wide Information System.

Participate with the design, development and implementation of solutions to system needs; communicate systems needs in a timely manner to appropriate staff.

Respond to and monitor service requests, analyze, diagnose, troubleshoot and coordinate resolution of clinical environment to resolve technical issues.

Organize and lead multiple projects and priorities within specified timelines.

Train Personnel on all Clinical Information Systems & Applications utilized by the Information Technology Department ; and serves as a direct liaison between IT and departments for project consultation, training, patch updates, testing environments.

Participate in strategic and operational planning to achieve hospital goals and coordinate the evaluations, deployment and management of current and future information technology systems across the organization.

Develop education and training materials for use by customers and end-users. Monitor, evaluate and record training activities and program effectiveness through exams and competency skill test.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of computers and electronics.

Knowledge of the functions and capabilities of Hospital Clinical Information Systems or other specialized Healthcare Information Technology Systems and processes.

Knowledge of the principles, practices and techniques of computer programming, systems support, systems analysis and help desk support.

Knowledge of transmission, broadcasting, switching, control and operation of telecommunications systems.

Knowledge of HIPAA, the Privacy Act and Joint Commission regulations.

Ability to manage time, organize processes and maintain documentation.

Ability to analyze and evaluate technical systems failures and find solutions.

Ability to perform risk management assessment and provide solutions, safeguards, and control.

Ability to evaluate systems and processes and recommend adapting to cost savings electronic data processing techniques to improve program effectiveness.

Ability to make decisions in accordance with appropriate program guidelines.

Ability to interpret and apply pertinent laws, regulations and other program guidelines.

Ability to ensure data integrity; apply systems security and control standards and methodologies.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Skilled in systems design, systems support, application development, and system implementation in a healthcare computing environment.

Skilled in working with complex systems design, management, maintenance, and configuration scenarios, to ensure maximum efficiency, effectiveness, productivity and regulatory compliancy.

MINIMUM EXPERIENCE AND TRAINING:

A) Three (3) years of progressively responsible experience in Hospital Information Clinical Systems and technology; or experience in specialized technical support, help desk support, and systems management; and graduation from a recognized college or university with a bachelor's degree in Computer Science, Information Science, or related field; or

B) Any equivalent combination of experience and training beyond the bachelor's degree which provides the minimum knowledge, abilities and skills.

Hay Evaluation:

EI2	200
E3 (33%)	66
EIC	76
	342

PAY GRADE - M

Eloy S. Lizama
Chairman, Board of Trustees

1/19/17
Date

HOSPITAL CLINICAL/SYSTEMS SUPPORT SPECIALIST II

NATURE OF WORK IN THIS CLASS:

This position provides intermediate technical support of hospital Clinical Systems and applications or other specialized hospital Information Systems.

An employee at this level will provide Tier III level specialized technical support and services for Hospital Information Systems that include the Revenue Cycle Management Application Suite; General Financial Application Support; Hospital Client/Server applications; website management and Clinical Systems all in a hospital computing environment.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).

Provides specialized technical support and services for hospital Information Systems that include, healthcare advanced technologies and methodologies, Revenue Cycle Management Application Suite, General Financial Application Support, Hospital Client/Server applications, Website Management, Hospital Network Infrastructure, Data Warehouse Server, Email Communications, Electronic and digital Security, Network Filtering Services, Spam and Website Content Management, and Central Repository and workflow applications to more than 500 Hospital end users and Business Associates.

Provide access level authorization to GMHA email users and maintain enrollment log

Configure, monitor, and problem isolation and resolution to all Document Management technologies, Scan to Desktop technologies, and Network wide shared resources

Analyze, evaluate, diagnoses, and find solutions to problems related to the operating systems, hospital information systems, System Servers, Information Systems, Security Appliances, and technologies in a healthcare environment.

Install, maintains, and troubleshoots Hospital Local Area Network, VPN Tunnels, Wireless Repeaters, Security Appliances, to include network drops, termination points, and configurations of network devices and workstations.

Develop, implement, test, and maintain server level disaster recovery processes and procedures

Conduct Network administration maintenance daily, monthly, and yearly maintenance tasking as established by network wide policies and procedures.

May provide training to less experienced support technicians and IT specialists in system administration, system monitoring and reporting, system security access and controls.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of computers and electronics.

Knowledge of the functions and capabilities of Hospital Clinical Information Systems or other specialized Healthcare Information Technology Systems and processes.

Knowledge of the principles, practices and techniques of computer programming, systems support, systems analysis and help desk support.

Knowledge of transmission, broadcasting, switching, control and operation of telecommunications systems.

Knowledge of HIPAA, the Privacy Act and Joint Commission regulations.

Ability to manage time, organize processes and maintain documentation.

Ability to analyze and evaluate technical systems failures and find solutions.

Ability to evaluate systems and processes and recommend adapting to cost savings electronic data processing techniques to improve program effectiveness.

Ability to make decisions in accordance with appropriate program guidelines.

Ability to manage time, organize processes and maintain documentation.

Ability to interpret and apply pertinent laws, regulations and other program guidelines.

Ability to ensure data integrity; apply systems security and control standards and methodologies.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Skilled in working with complex systems design, management, maintenance, and configuration scenarios, to ensure maximum efficiency, effectiveness, productivity and regulatory compliancy.

MINIMUM EXPERIENCE AND TRAINING:

A) Two (2) years of progressively responsible experience in Hospital Information Clinical Systems and technology; or technical support, help desk support , and systems management; and graduation from a recognized college or university with a bachelor's degree in Computer Science, Information Science, or related field; or
B) Any equivalent combination of experience and training beyond the bachelor's degree which provides the minimum knowledge, abilities and skills.

Hay Evaluation:

EI2	175
D3 (29%)	50
DIC	57
	282

Pay Grade – K

Eloy S. Lizama, Chairman, Board of Trustees

11/19/17
Date

HOSPITAL CLINICAL/SYSTEMS SUPPORT SPECIALIST I

NATURE OF WORK IN THIS CLASS:

This position provides entry-level Tier III technical support of hospital Clinical Systems and Applications or other specialized hospital Information Systems.

An employee at this level will perform basic system administration duties on critical IT systems, applications and other servers including installing, repairing, maintaining, upgrading and providing general support in a hospital computing environment.

LLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).

Evaluate, test, and deploy all software and hardware upgrades to server infrastructure.

Provide monthly, semi-annually, and yearly custom reports for Patient Revenue, General Financial, Clinical, and Ancillary departments as needed.

Perform software and hardware installation on desktop computers as guided by established default software load packages and procedures.

Monitor servers, applications and services on a proactive basis using a combination of tools to ensure high availability and Service Level Agreements.

Perform regular and on-demand mission critical server system backups and recoveries.

Assist in developing, implementing, testing and maintaining server level disaster recovery plans.

Assist upper level Support Specialists in day to day application and training support as needed.

Collect and review systems data for capacity and planning purposes.

Work closely with the MIS team to provide end-user support and issue resolution.

Assist with in the research, and evaluate and recommend system technologies to support business needs and requirements.

Provide entry level day-to-day application support on the GMH Revenue Cycle Management Application Suite or clinical systems and applications.

Create and maintain documentation for all application server systems processes and procedures.

Assist with the coordination, support, and goals of the GMHA Administrative, Fiscal, and Operations and Clinical division technological advancements, compliance, and objectives.

Maintain network administration, domain user creation and permissions logs and remote user configuration permission logs.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of computers and electronics.

Knowledge of the functions and capabilities of Information Technology (IT)Systems or other specialized Healthcare Information Technology Systems and processes.

Knowledge of the principles, practices and techniques of computer programming, systems support, systems analysis and help desk support.

Ability to analyze and evaluate technical systems failures and find solutions.

Ability to evaluate systems and processes and recommend adapting to cost savings electronic data processing techniques to improve program effectiveness.

Ability to make decisions in accordance with appropriate program guidelines.

Ability to interpret and apply pertinent laws, regulations and other program guidelines.

Ability to ensure data integrity; apply systems security and control standards and methodologies.

Ability to prepare technical reports, standard operating procedures, user documentation and technical reference manuals.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Skilled in systems design, systems support and system implementation in a computing environment.

MINIMUM EXPERIENCE AND TRAINING:

A) Two (2) years of experience in Information Technology (IT), specialized technical support, help desk support , or systems management work; and graduation from a recognized college or university with an Associate's degree in Computer Science, Information Science, or related field; or

B) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Hay Evaluation:

DI2	152
D3 (29%)	43
DIC	50
	245

Pay Grade-J

Eloy S. Lizama, Chairman, Board of Trustees

1/19/17
Date

HOSPITAL IT SUPPORT SUPERVISOR

NATURE OF WORK IN THIS CLASS:

This position oversees the help desk of the IT department and manages the daily operational support and security of electronic data processing, the security of information and systems; and the technical support staff and services in a Hospital computing environment.

An employee in this class is responsible for overseeing the technical support services of the hospital on a twenty-four (24) hour, seven (7) days a week operation.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).

Oversee the IT Help Desk and manage the daily operations of information systems and technologies of the hospital.

Oversee the access of secured hospital information and ensures the compliance of security policies, procedures, and technical systems.

Manage all procedures related to the identification, prioritization, and resolution of end user help requests, including the monitoring, tracking, and coordination of Help Desk functions.

Provide technical assistance and support related to computer systems, hardware, or software. Respond to queries, runs diagnostic programs, isolates problem, and determines and implements solution.

Oversee the installation; configuration and testing of all virtual think client stations, personal computers and peripherals, network workstations and scanning devices.

Conducts quality assurance pre-check and ensures equipment meets standard preset installation package requirements.

Oversee the maintenance and monitors all hospital physical servers.

Assists in the maintenance of and ensures the Hospital-wide Master Database and Patient Information Data is defined, captured, analyzed, reported, stored, secured and archived with accuracy and confidentiality.

Assists end-users by providing access to data extracts through custom query reporting method, data download, files transfer, electronic files transferring (EFT) and submission, transaction code set, electronic data interface (EDI) standards used for electronic medical claims processing and remittance advice with contracted third party payers.

Oversee and perform backup strategies to ensure complete hospital information system and technology daily backups are performed. Monitors Disaster Recovery and reports issues as arises.

Oversee the hospital and third party applications and Access Key System user profiles for end-user security and specific authorization levels.

Prepare and maintains technical reports, standard operating procedures, user documentation procedures and technical reference manuals.

Assist in the conduct of assessments of risks associated with IT investments and in the coordination and development of risk management of hospital information systems, databases, technologies and the development of corrective action plans to mitigate against all risks.

Oversee the assessment of the inventory of all computer and network equipment, software subscriptions and unusable equipment.

Monitor, maintain and troubleshoots Clinical Applications and Systems and technical support systems to ensure optimum system availability and reliability.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of electronic data processing.

Knowledge of computer operating capabilities.

Knowledge of computer operations and techniques.

Knowledge of the functions and capabilities of hospital and healthcare information technology processing.

Knowledge of HIPAA, the Privacy Act and Joint Commission regulations.

Ability to administer electronic data processing systems and activities.

Ability to supervise the work of others.

Ability to make decision in accordance with appropriate program guidelines.

Ability to identify and correct computer and peripheral failures and find solutions.

Ability to evaluate systems and processes, and recommend cost savings electronic data processing techniques to improve program effectiveness.

Ability to ensure integrity of data and apply systems security and control standards.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Ability to prepare reports.

Skilled in the operation of computer and peripheral data processing equipment.

Skilled in planning and project management.

Skilled in PC repair, Windows Operating Systems, Office Suites, to include the use of diagnostic tools, standard repair methods and procedures.

MINIMUM EXPERIENCE AND TRAINING:

A) Three (3) years of progressively responsible experience in Hospital Information Systems and technology, help desk support, assisting in systems management or systems administration, with two years of supervisory experience, and/or graduation from a recognized college or university with an Associate's degree in Information Technology, Management Information Systems or related field; or

B) Two (2) years of experience in Hospital Information Systems and technology, help desk support, assisting in systems management or systems administration; three (3) years of supervisor experience; and graduation from a recognized college or university with and Associate's degree in Information Technology, Management Information Systems or related field.

C) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Hay Evaluation:

EI3	200
D3 (33%)	66
D2C	76
	342

Pay Grade-M

Eloy S. Lizama
Chairman, Board of Trustees
1/19/17
Date

HOSPITAL IT SUPPORT TECHNICIAN II

NATURE OF WORK IN THIS CLASS:

This is moderately complex technical work in providing support services for clinical systems and applications or other specialized information systems in a hospital computing environment.

An employee in this class provides electronic data processing technical support, end-user help desk support on information systems and technologies and may provide lead work to other techncians.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).

Perform, monitor, document and manage system backup strategies for clinical systems and applications or other specialized information systems and technologies, including tape libraries, archival management, off-site backup storage and retrieval management in a hospital computing environment.

Process scheduled jobs and print reports when required.

Perform Initial Program Load (IPL) to reset system storage to allow optimum performance of the AS400 computer system.

Perform end of month procedures and conducts back up files to tape cartridge.

Diagnose moderately technical issues and evaluate, assess and repair virtual stations, personal computers, dumb terminals, computer peripherals and other hardware or software connected to a hospital network or AS400 computer systems.

Install, configure and test all virtual stations, personal computers, dumb terminals and network stations.

Conduct quality assurance pre-checks and ensure equipment meets standard preset installation packages.

Assist with the installation and troubleshooting of a hospital Local Area Network, VPN Tunnels, Wireless Repeaters, Security Appliances, network drops, termination points and configurations of network devices and workstations.

Monitor and maintain the Hospital physical servers; coordinate with system technicians for problem resolution as necessary; and work as part of a team to monitor the server for 24 hour operation.

Monitor, install and maintain operating and security systems software and related equipment.

Setup laptops, projectors and IP Phones for employee training, Webex and Skype conferences.

Enable AS400 user profiles and enroll users into the Order Communications application for user of iMed and AS400 systems.

Access software updates, drivers, knowledge bases and frequently asked questions resources on the Internet to aid users in problem resolution.

Respond to hospital user requests for technical support assistance in person, via telephone or electronic media.

Conduct research on technical issues and resolves or redirect problems to appropriate technical resources.

Train users to work with new computer

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the practices, procedures and techniques of electronic data processing.

Knowledge of the operation of computer electronic equipment.

Knowledge of computer electronics.

Knowledge of computer peripheral equipment operation.

Ability to follow oral and written procedures of a technical nature.

Ability to read, interpret and work from blueprints, sketches and diagrams.

Ability to work effectively with the public and employees.

Ability to understand and follow oral and written instructions.

Ability to communicate effectively, both orally and in writing.

Ability to identify and correct computer and peripheral failures and find solutions.

Skill in the maintenance and repair of computer equipment and systems.

MINIMUM EXPERIENCE AND TRAINING:

A) Three (3) years of progressively responsible experience in Hospital Information Systems and technology, help desk support, or IT technical support and graduation from a recognized college or university with an Associate's degree in Information Technology, Management Information Systems or related field; or
B) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Hay Evaluation:

DI2	152
C3 (25%)	38
CIC	43
	233

Pay Grade – J

Eloy S. Lizama
Chairman, Board of Trustees

1/19/17
Date

HOSPITAL IT SUPPORT TECHNICIAN I

NATURE OF WORK IN THIS CLASS:

This is routine to moderately technical work in providing support services for clinical systems and applications or other specialized information systems in a hospital computing environment.

An employee in this class provides electronic data processing technical support, end-user help desk support on information systems and technologies.

ILLUSTRATIVE EXAMPLES OF WORK: **(Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).**

Respond to incoming requests from end users in person, via telephone and or electronic media for routine technical support assistance for clinical systems and applications or other specialized information systems in a hospital computing environment.

Identify and organize end user support calls according to priority and forward tickets to higher-level support personnel.

Assist in configuring software to ensure automation and routing workflows support timely resolution including, receipt, prioritization documentation and distribution.

Participate in continuous improvement of IT support policies, procedures and guidelines.

Maintain help desk trouble calls in log book or electronic ticketing system.

Troubleshoot minor hardware and support malfunctions and corrects them as directed by established troubleshooting policies and procedures.

Assist upper level Support Technicians in the installation of hardware, software and network assets as needed.

Process disposition of antiquated and unusable computer equipment and prepare equipment for survey based on established policies and procedures.

Conduct hardware and software inventory as directed and assist with yearly computer hardware and software asset inventory as needed.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the practices, procedures and techniques of electronic data processing.

Knowledge of the operation of computer electronic equipment.

Knowledge of computer electronics.

Knowledge of computer peripheral equipment operation.

Ability to follow oral and written procedures of a technical nature.

Ability to read, sketches and diagrams.

Ability to work effectively with the public and employees.

Ability to understand and follow oral and written instructions.

Ability to communicate effectively, both orally and in writing.

Ability to identify and correct routine computer and peripheral failures and find solutions.

Skill in the routine maintenance and repair of computer equipment and systems.

MINIMUM EXPERIENCE AND TRAINING:

A) Two (2) years of experience in Hospital Information Systems and technology, help desk support, or IT technical support and graduation from a recognized college or university with an Associate's degree in Information Technology, Management Information Systems or related field; or
B) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Hay Evaluation:

CI1	115
C2 (19%)	22
CNII	29
	166

Pay Grade-H

Eloy S. Lizama
Chairman, Board of Trustees

1/19/17
Date

HOSPITAL INFORMATION TECHNOLOGY ADMINSTRATOR

NATURE OF WORK IN THIS CLASS:

This position provides vision and leadership in developing, designing and implementing Information Technology (IT) initiatives and directs the planning, implementation and managerial oversight of Hospital IT systems in support of business operations improve upon cost effectiveness, services, quality, business development, and security of information and systems.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).

Administer the Hospital's Management Information Systems (MIS) Department and personnel and resources in order to provide hospital-wide Information Technology management support and services. Healthcare Information Technology and Advanced Patient Care Systems support and services, Data Processing Operations and Database Management services, systems analysis and programming services. Local Area Networking and Database security services, webpage management services, and help end user services and support to more than 620 hospital end users and business associated 24 hours, 7 days a week.

Participate in hospital strategic and operational governance processes of the business organization as a member of the management team. Formulate and deploy long-term strategic plans for acquiring and enabling efficient and cost-effective information processing and communication technologies.

Lead Information Technology strategic and operational planning to achieve Hospital goals by fostering innovation, prioritizing Information Technology initiatives, and coordinating the evaluations, deployment, and management of current and future Information Technology systems across the organization. Manage Information Technology department operational and strategic planning, including business requirements, project planning, and organizing and negotiating the allocation of resources.

Develop and maintain an appropriate Information Technology organizational structure that supports the needs of the Hospital.

Establish Information Technology departmental goals, objectives, operating and security policies and procedures.

Act as an advocate for the Hospital's Information Technology vision via regular written and in-person communications with the organization's executives, department heads and end users.

Identify opportunities for the appropriate and cost-effective investments of financial resources in Information Technology systems and resources, including staffing, sourcing, purchasing and in-house development.

Develop, track and control the information technology annual operating and capital budgets.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of functions and capabilities of information technology processing.

Knowledge of functions and capabilities of Hospital and Health Care Information Technology processing.

Knowledge of the principles, practices and techniques of computer programming and systems analysis.

Knowledge of the principles and techniques of computer programming and systems analysis.

Knowledge of the principles, practices and techniques of HIPAA Privacy and Security.

Ability to administer electronic data processing systems and activities.

Ability to administer electronic Health Level Seven (HL7) and Protected Health Information (PHI).

Ability to evaluate systems and processes and recommend adapting to cost savings electronic data processing techniques to improve program effectiveness.

Ability to make decisions in accordance with appropriate program guidelines.

Ability to interpret and apply pertinent laws, regulations and other program guidelines.

Ability to prepare cost estimate information for computer services.

Ability to work effectively, orally and in writing.

Skilled in systems design and data processing.

Skilled in supervision, planning, budget forecasting, project management, job scheduling, and personnel productivity.

MINIMUM EXPERIENCE AND TRAINING:

A) Four (4) years of progressively responsible experience in computer systems programming and analysis work, two years of managerial experience and graduation from a recognized college or

university with a Master's degree in Computer Science, Management Information Systems, or related field; or

B) Five (5) years of progressively responsible experience in computer systems programming and analysis work, two years of managerial experience and graduation from a recognized college or university with a Bachelor's degree in Computer Science, Management Information Systems or related field; or

C) Eight (8) years of progressively responsible experience in computer systems programming and analysis work, including two years of supervisory experience and graduation from High School or completion of a General Equivalent Diploma (GED) program.

Hay Evaluation:

E+II3	304
E4 (43%)	132
E1P	152
	588

Pay Grade: Q

Eloy S. Lizama
Chairman, Board of Trustees

1/19/17
Date

Guam Memorial Hospital Authority - Human Resources

Staffing Summary

Health Care Professional

	Filled FTE(s)	Vacant FTE(s)	Actual Filled	Actual Vacant
Sum	*363.68*	*102.32*	*389*	*120*
Percentage	*29.93%*	*8.42%*	*29.97%*	*9.24%*

Non Health Care Professional

	Filled FTE(s)	Vacant FTE(s)	Actual Filled	Actual Vacant
Sum	*209.01*	*31.99*	*211*	*34*
Percentage	*17.20%*	*2.63%*	*16.26%*	*2.62%*

Physician

	Filled FTE(s)	Vacant FTE(s)	Actual Filled	Actual Vacant
Sum	*37.08*	*21.92*	*52*	*29*
Percentage	*3.05%*	*1.80%*	*4.01%*	*2.23%*

Support

	Filled FTE(s)	Vacant FTE(s)	Actual Filled	Actual Vacant
Sum	*360.16*	*88.84*	*365*	*98*
Percentage	*29.64%*	*7.31%*	*28.12%*	*7.55%*

	Filled FTE(s)	*Vacant FTE(s)*	*Total FTE(s)*	*Actual Filled*	*Actual Vacant*	*Total Actual*
Grand Total	*969.93*	*245.07*	*1215*	*1017*	*281*	*1298*
	79.83%	*20.17%*	*100.00%*	*78.35%*	*21.65%*	*100.00%*

NOTE

Health Care Professionals - RN's, Technologists, Pharmacists, and Therapists

Non-Health Care Professionals - LPN's, NA's, and Technicians

Physicians - Staff Physicians, EMS, Pathologists, and Anesthesiologists

Support - All Other Positions

OVERALL SUMMARY
DEC. 2016

A	B	C	D	E	F	G	H	I		J	K	L
DIVISION	CURRENT ACTIVE EMP (WB)	PART TIME ACTIVE (WB)	FTE EQUIV	FULL TIME ACTIVE (WB)	CURRENT VACANT	PART TIME	FTE EQUIV	FULL TIME		TOTAL FTE VACANT	TOTAL POSITION COUNT	TOTAL FTE BUDGETED
Administration	14	0	0	14	4	0	0	4		4.0	18	18.00
Operations	152	0	0	152	33	0	0	33		33.00	185	185.00
Fiscal	98	0	0	98	29	10	5.00	19		24.00	127	122.00
Medical	64	25	10.08	39	30	12	4.92	18		22.92	94	72.00
Nursing	423	29	11.68	394	117	17	6.32	100		106.32	540	512.00
Professional Support	204	23	8.67	181	58	22	8.83	36		44.83	262	234.50
SNU Nursing	37	0	0	37	6	0	0	6		6.00	43	43.00
SNU Operation	11	0	0	11	1	0	0	1		1.0	12	12.00
SNU Professional	11	1	0.5	10	2	0	0	2		2.0	13	12.50
Urgent Care	3	0	0	3	1	0	0	1		1.0	4	4.00
TOTAL	1017	78	30.93	939.00	281.00	61	25.07	220		245.07	1298	1215.00

LEGEND:

WB: WARM BODIES

TOTAL BUDGETED POSITIONS: 1215 (formula: column D+E+H+I=L)

TOTAL POSITION COUNT = 1298 INCLUDES PART TIME BODY COUNT (formula: column B+F=K)

Note: Column C and G reflect the total warm bodies which converts to full time equivalent in column D and H.

Cover Sheet Report
December 2016

	TOTAL WB CURRENT EMP	CURRENT WB PART TIME	CURRENT WB FULL TIME	TOTAL PRIOR MONTH EMP	PROMOTE	NEW HIRES	RESIGN/ TERM	RETIRE	CURRENT VACANT	PRIOR MONTH VACANT	TOTAL POSITIONS COUNT	TOTAL FTE BUDGETED
Administrative Support	**166**	**0**	**166**	**166**					**37**	**37**	**203**	**203**
Administration	14	0	14	14					4	4	18	18
Operations	152	0	152	152	1-Guard Supvr-Security; 2-HEST1, 1 HESS-Housekeeping;	2 Guard-Security			33	33	185	185
Fiscal	**98**	**0**	**98**	**97**	1- Payroll Clk 3, Gen Acctg;	2-Data Con.Clk 1-Pt Affairs;	1- PSR- Pt Reg		**29**	**30**	**127**	**122**
Medical	**64**	**25**	**39**	**64**		1- Hosp EMS			**30**	**30**	**94**	**72**
Nursing	**423**	**29**	**394**	**432**			2-SN2-1 Ward Clk, PCU;		**117**	**107**	**540**	**512**
						2-SN1-ICU,ER;						
Professional Support	**204**	**23**	**181**	**202**	1- Admin. Asst-Resp Care	1-Clinical Diet 1-Dietary;1- Hosp Rad Tech 2-Radio;			**58**	**61**	**262**	**234.5**
Snu Facility	**62**	**1**	**61**	**63**					**10**	**10**	**72**	**71.5**
Nursing	37	0	37	38					6	5	43	43
Operations	11	0	11	10					1	2	12	12
Professional	11	1	10	12					2	2	13	12.5
Urgent Care	3	0	3	3					1	1	4	4
TOTAL	**1017**	**78**	**939**	**1024**	**6**	**9**	**4**	**0**	**281**	**275**	**1298**	**1215**
					FTE= 6 PTE= 0	**FTE=8 PTE=1**	**FTE=3 PTE=1**	**FTE= 0 PTE= 0**				

WB: Warm Bodies

Turn over rate: (Resign/Term+Retiree x 100 divided by Total WB Current Employees) **4**

**** Resignation/Term: (none for - Disciplinary reason)**

**** Adverse Action - Disciplinary**

Position No. 6031A/B, converted from part time to full time 6031 thus decreasing the total warm bodies from 1299 to 1298;

Position Number 4420 was transferred from (oncology) Professional Support to nursing which increase FTE to 512 and decrease professional support to 234.5.

EMPLOYEE FTE REPORT-DECEMBER 2016

DEPARTMENT		FILLED	VACANT		PART TIME	FULL TIME		FILLED	VACANT	
NURSING ADMINISTRATION	8721	18	11		0	18		18	11	
EMERGENCY ROOM	7010	53	15		9	44		47.5	12.33	
HEMODIALYSIS	7740	12	3		0	12		12	3	
ICU/CCU	6010	30	16		3	27		28.01	14.66	
LABOR & DELIVERY	7400	33	5		2	31		32	4.50	
MEDICAL/SURGICAL	6173	57	7		4	53		55	7	
NICU/NURSERY	6070	30	4		3	27		28.17	2.83	
OB/GYN	6380	28	7		0	28		28	7	
OPERATING ROOM	7420	31	14		3	28		29	11.50	
PEDIATRICS	6290	27	7		1	26		26.5	7	
PROGRESSIVE CARE UNIT (PCU)	6174	56	17		2	54		54.84	15.16	
SNU - NURSING	6580	37	6		0	37		37	6	
SURGICAL	6172	48	11		2	46		46.66	10.34	
583		**460**	**123**		**29**	**431**		**442.68**	**112.32**	**555**
ANESTHESIA	7450	0	6		0	0		0	5.5	
CENTRAL SUPPLY	8380	10	1		0	10		10	1	
COMMUNICATION CENTER	8470	8	1		0	8		8	1	
COMPLIANCE OFFICE	8650	5	2		0	5		5	2	
DIETARY	8340	47	11		9	38		41.66	6.84	
EDUCATION	8210	2	0		0	2		2	0	
EMPLOYEE HEALTH	8660	2	0		0	2		2	0	
FACILITIES MAINTENANCE	8460	32	8		0	32		32	8	
GENERAL ACCOUNTING	8510	18	4		0	18		18	4	
GUEST RELATIONS	8630	2	0		0	2		2	0	
HOSPITAL ADMINISTRATION	8610	9	2		0	9		9	2	
HOUSEKEEPING	8440	39	11		0	39		39	11	
HUMAN RESOURCES	8650	9	0		0	9		9	0	
INFECTION CONTROL	8722	2	0		0	2		2	0	
INFORMATION SERVICES	8480	9	4		0	9		9	4	
LABORATORY	7500	39	16		4	35		36.34	12.66	
MATERIALS MANAGEMENT	8400	16	2		0	16		16	2	
MEDICAL RECORDS	8700	29	7		0	29		29	4	
MEDICAL STAFF	8710	3	1		0	3		3	1	
ONCOLOGY	7800	1	3		0	1		1	3	
PATIENT AFFAIRS	8530	31	14		0	31		31	12	
PATIENT REGISTRATION	8560	20	4		0	20		20	4	
PHARMACY	8390	33	8		2	31		31.67	6.83	
PHYSICIANS	7460	50	23		25	25		35.08	16.42	
PLANNING	8791	3	1		0	3		3	1	
QUALITY MANAGEMENT	8750	7	0		0	7		7	0	
RADIOLOGY IMAGING SVCS	7630	26	7		1	25		25.5	5.5	
REHABILITATION	7770	19	4		6	13		15	4	
RESPIRATORY	7721	23	3		1	22		22.5	2.5	
SAFETY OFFICE	8421	3	0		0	3		3	0	
SECURITY	8422	21	5		0	21		21	5	
SNU-DIETARY	9043	7	0		1	6		6.5	0	
SNU- FAC & MAINT	9042	3	0		0	3		3	0	
SNU-HOUSEKEEPING	9044	6	0		0	6		6	0	
SNU-REHAB	9046	2	2		0	2		2	2	
SNU- SECURITY	9045	2	1		0	2		2	1	
SNU - SOCIAL SERVICES	9047	2	0		0	2		2	0	
SOCIAL SERVICES	8360	4	0		0	4		4	0	
SPECIAL SERVICES	7900	10	6		0	10		10	3.5	
URGENT CARE	7020	3	1		0	3		3	1	
715		**557**	**158**		**49**	**508**		**527.25**	**132.75**	**660.00**
1298		**1017**	**281**		**78**	**939**		**969.93**	**245.07**	**1215.00**

VACANT PT-FT REPORT
DECEMBER 2015

POSN_N	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/FT	VAC_DATE	VICE
2004	VACANT	Assoc Hosp Admin Operation Svcs	ADMINISTRATION	Administrat	0	0	1	1	0		Full T	1/12/2016	Dalida, A.
2021	VACANT	Administrative Assistant	ADMINISTRATION	Administrat	0	0	1	1	0	Unclassified	Full Time Employee		
2024	VACANT	Admin, Quality, Patient Safety & Regulation	COMPLIANCE OFF	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2017
2025	VACANT	Patient Safety Officer	COMPLIANCE OFF	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2017
2608	VACANT	Telephone Operator	COMM CENTER	Administrat	0	0	1	1	0		Full T	6/18/2015	Sanchez, J.
4190	VACANT	Med Equip Technician	CSR	Administrat	0	0	1	1	0		Full T	9/30/2016	Agag, N.
7202	VACANT	Maintenance Worker	FACILITIES MAINT	Administrat	0	0	1	1	0		Full T	10/25/2002	Hernandez, S.
7212	VACANT	Maintenance Worker	FACILITIES MAINT	Administrat	0	0	1	1	0		Full T	2/28/2014	Rutter, R.
7213	VACANT	Maintenance Worker	FACILITIES MAINT	Administrat	0	0	1	1	0		Full T	5/15/2015	Nacianceno, A.
7221	VACANT	Hosp Fac & Maint Manager	FACILITIES MAINT	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2015
7234	VACANT	Electronic Tech 1	FACILITIES MAINT	Administrat	0	0	1	1	0		Full T	3/3/2015	Babauta, F.
7236	VACANT	Hosp Fac & Maint Asst Manager	FACILITIES MAINT	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2015
7243	VACANT	Maintenance Worker	FACILITIES MAINT	Administrat	0	0	1	1	0		Full T	12/31/2014	Yatar, A.
7252	VACANT	Maintenance Worker	FACILITIES MAINT	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2016
7106	VACANT	Hosp Environmental Svcs Technician 2	HOUSEKEEPING	Administrat	0	0	1	1	0		Full T	9/6/2016	Acfalle, P.
7135	VACANT	Hosp Environmental Svcs Technician 1	HOUSEKEEPING	Administrat	0	0	1	1	0		Full T	11/14/2016	Nauta, J
7142	VACANT	Laundry Manager	HOUSEKEEPING	Administrat	0	0	1	1	0		Full T	12/5/2016	Cruz, L.
7148	VACANT	Hosp Environmental Svcs Technician 2	HOUSEKEEPING	Administrat	0	0	1	1	0		Full T	12/6/2016	San Nicolas, E
7163	VACANT	Building Custodian	HOUSEKEEPING	Administrat	0	0	1	1	0		Full T	12/6/2016	Cruz, R.
7164	VACANT	Building Custodian	HOUSEKEEPING	Administrat	0	0	1	1	0		Full Time Employee		
7170	VACANT	Building Custodian	HOUSEKEEPING	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2016
7171	VACANT	Building Custodian	HOUSEKEEPING	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2016
7172	VACANT	Building Custodian	HOUSEKEEPING	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2016
7173	VACANT	Building Custodian	HOUSEKEEPING	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2016
9029	VACANT	Hosp Environmental Svcs Technician 1	HOUSEKEEPING	Administrat	0	0	1	1	0		Full T	10/14/2016	Lee, D.
8080	VACANT	Computer Systems Analyst 2	INFORMATION SV	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2015
8084	VACANT	Computer Programmer III	INFORMATION SV	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2016
8085	VACANT	Computer Operation Supv	INFORMATION SV	Administrat	0	0	1	1	0		Full T	9/30/2016	Quitugua, C.
8095	VACANT	Systems Programmer	INFORMATION SV	Administrat	0	0	1	1	0		Full T	11/18/2016	Tainatongo, A
6722	VACANT	Supply Clerk	MATERIALS MGM	Administrat	0	0	1	1	0		Full T	11/9/2015	Alhambra, M.
9001	VACANT	Hosp Materials Mgmt Admin	MATERIALS MGM	Administrat	0	0	1	1	0		Full T	9/7/2012	Barnhart, J
2008	VACANT	Program Coordinator 1	PLANNING	Administrat	0	0	1	1	0		Full T	11/16/2015	Aguilar, M.

VACANT PT-FT REPORT
DECEMBER 2015

POSN_N	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/F	VAC_DATE	VICE
2826	VACANT	Guard	SECURITY	Administrat	0	0	1	1	0		Full T	4/17/2015	Cruz, J.
2832	VACANT	Guard	SECURITY	Administrat	0	0	1	1	0		Full T	11/23/2016	Ogo, A
2834	VACANT	Guard	SECURITY	Administrat	0	0	1	1	0		Full T	12/22/2016	Duenas, M.
2840	VACANT	Guard	SECURITY	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2009
2844	VACANT	Hospital Safety & Security Administrator	SECURITY	Administrat	0	0	1	1	0		Full Time Employe		NEW FY2015
2002	VACANT	Guard	SNU - SECURITY	Administrat	0	0	1	1	0		Full T	9/23/2016	Quitugua, V.
					0	**0**	**38**	**38**	**0**				
6726	VACANT	Accounting Tech 1	GEN ACCOUNTIN	Fiscal Servi	0	0	1	1	0		Full T	11/4/2016	Ashraf, M.
8819	VACANT	Accountant 3	GEN ACCOUNTIN	Fiscal Servi	0	0	1	1	0		Full Time Employe		NEW FY2016
8829	VACANT	Payroll Clerk 3	GEN ACCOUNTIN	Fiscal Servi	0	0	1	1	0		Full Time Employe		NEW FY2016
8842	VACANT	Accounting Tech 1	GEN ACCOUNTIN	Fiscal Servi	0	0	1	1	0		Full Time Employe		NEW FY2016
6149	VACANT	Med Records Clerk	MEDICAL RECORD	Fiscal Servi	0	0	1	1	0		Full T	10/27/2016	Burgos, R.
6151P	VACANT	Med Records Clerk	MEDICAL RECORD	Fiscal Servi	0	0	0.5	1	0.5		Full Time Employe		NEW FY2016
6152P	VACANT	Med Records Clerk	MEDICAL RECORD	Fiscal Servi	0	0	0.5	1	0.5		Full Time Employe		NEW FY2016
6153P	VACANT	Med Records Clerk	MEDICAL RECORD	Fiscal Servi	0	0	0.5	1	0.5		Full Time Employe		NEW FY2016
6154P	VACANT	Med Records Clerk	MEDICAL RECORD	Fiscal Servi	0	0	0.5	1	0.5		Full Time Employe		NEW FY2016
6159P	VACANT	Med Records Coder	MEDICAL RECORD	Fiscal Servi	0	0	0.5	1	0.5		Full Time Employe		NEW FY2016
6160P	VACANT	Med Records Coder	MEDICAL RECORD	Fiscal Servi	0	0	0.5	1	0.5		Full Time Employe		NEW FY2016
8001	VACANT	Business Office Mgr	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full T	5/30/2014	Babauta, M.
8025	VACANT	Accounting Tech 2	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full Time Employe		Cruz, Julie
8029	VACANT	Accounting Tech 1	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full T	8/30/2016	Cruz, D.
8037	VACANT	Accounting Tech 1	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full T	8/11/2015	Lazaga, E.
8838	VACANT	Accounting Tech 1	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Part T	3/9/2015	Toves, G.
8848	VACANT	Data Control Clerk 1	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full T	7/26/2016	Sotomil, G.
8849	VACANT	Accounting Tech 2	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full Time Employe		NEW FY2016
8850	VACANT	Accounting Tech 2	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full Time Employe		NEW FY2016
8852	VACANT	Management Analyst 2	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full Time Employe		NEW FY2016
8853	VACANT	Management Analyst 2	PATIENT AFFAIRS	Fiscal Servi	0	0	1	1	0		Full Time Employe		NEW FY2016
8846A	VACANT	Clerk 3	PATIENT AFFAIRS	Fiscal Servi	0	0	0.5	1	0.5		Full T	10/19/2016	Sotomil, G
8846B	VACANT	Clerk 3	PATIENT AFFAIRS	Fiscal Servi	0	0	0.5	1	0.5		Part T	10/18/2016	Perez, J.
8847A	VACANT	Collection Agent	PATIENT AFFAIRS	Fiscal Servi	0	0	0.5	1	0.5		Part T	7/29/2016	Charfauros, R.
8847B	VACANT	Collection Agent	PATIENT AFFAIRS	Fiscal Servi	0	0	0.5	1	0.5		Part T	7/4/2016	Toves, G.
8046	VACANT	Patient Svc Rep	PATIENT REGIST	Fiscal Servi	0	0	1	1	0		Full T	4/20/2016	Sanchez, A
8060	VACANT	Patient Svc Rep	PATIENT REGIST	Fiscal Servi	0	0	1	1	0		Full T	12/14/2016	De Leon, J.
8064	VACANT	Patient Svc Supv	PATIENT REGIST	Fiscal Servi	0	0	1	1	0		Full T	9/7/2016	Castro, M.
8069	VACANT	Patient Svc Rep	PATIENT REGIST	Fiscal Servi	0	0	1	1	0		Full T	1/23/2016	Rodriquez, J.
					0	**0**	**24**	**29**	**5**				

VACANT PT-FT REPORT
DECEMBER 2015

POSN_N	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/FT	VAC_DATE	VICE
F006	VACANT	Hosp Staff Physician - Anesthesiologist	ANESTHESIA	Medical Ser	0	0	1	1	0	Unclassified	Full T	10/5/2015	Lopez, G.
N011	VACANT	Hosp Staff Physician - Anesthesiologist	ANESTHESIA	Medical Ser	0	0	0.5	1	0.5	Unclassified	Part T	10/5/2015	Cortez, F.
N030	VACANT	Hosp Staff Physician - Anesthesiologist	ANESTHESIA	Medical Ser	0	0	1	1	0	Unclassified	Full T	10/5/2015	De Guzman, F.
N033	VACANT	Hosp Staff Physician - Anesthesiologist	ANESTHESIA	Medical Ser	0	0	1	1	0	Unclassified	Full T	10/5/2015	Aubin, R.
N043	VACANT	Hosp Staff Physician - Anesthesiologist	ANESTHESIA	Medical Ser	0	0	1	1	0	Unclassified	Full T	6/1/2015	Lopez, V.
N044	VACANT	Hosp Staff Physician - Anesthesiologist	ANESTHESIA	Medical Ser	0	0	1	1	0	Unclassified	Full T	9/29/2015	Lim, R.
2419	VACANT	Hosp Credentials Coordinator	MEDICAL STAFF	Medical Ser	0	0	1	1	0		Full Time Employe		NEW FY2016
C011	VACANT	Hosp Staff Physician - EMS	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full T	9/30/2014	Murphy, J.
F001	VACANT	Hosp Staff Physician - Radiologist	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full T	7/27/2016	Jaksobson, P
F002	VACANT	ICU/CCU/Resp Svcs Director/On call Pulmonologist	PHYSICIANS	Medical Ser	0	0	0.5	1	0.5	Unclassified-Par	Full T	11/10/2014	Madnatshi, M.
F004	VACANT	Hosp Staff Physician - EMS	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full T	1/13/2014	Michaud, R.
F005B	VACANT	Cardiologist - Heart Team	PHYSICIANS	Medical Ser	0	0	0.25	1	0.25	Unclassified	Part T	9/30/2014	Mac Millan, J.
F007A	VACANT	Hosp Staff Physician - Radiologist	PHYSICIANS	Medical Ser	0	0	0.25	1	0.25	Part Time	Part T	3/2/2015	Richard, G.
F007D	VACANT	Hosp Staff Physician - Radiologist	PHYSICIANS	Medical Ser	0	0	0.25	1	0.25	Unclassified	Part T	10/17/2015	Graves, A.
F009P	VACANT	Hosp Staff Physician - Internal Medicine	PHYSICIANS	Medical Ser	0	0	0.5	1	0.5		Part T	3/8/2015	Leon Guerrero, R.
F018	VACANT	Hospitalist-General Surgeon/Director of Trama & Woundcare	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full T	1/12/2014	Scheibe, T.
F021	VACANT	Hosp Staff Physician - Oncologist	PHYSICIANS	Medical Ser	0	0	1	1	0		Full T	10/15/2016	H. Lin
F024	VACANT	Hosp Staff Physician - Pediatric	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full Time Employe		NEW FY2015
F027	VACANT	Hospitalist - Infectious Diseases	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full Time Employe		NEW FY2015
F028	VACANT	Hospitalist - Neurologist	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full Time Employe		NEW FY2015
F029	VACANT	Hospitalist - Pulmonology	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full Time Employe		NEW FY2015

VACANT PT-FT REPORT
DECEMBER 2015

POSN_N	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/F	VAC_DATE	VICE
F030	VACANT	NP #1 - Urgent Care	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full Time Employe		NEW FY2015
F031	VACANT	NP #2 - Urgent Care	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full Time Employe		NEW FY2015
F035	VACANT	Physician - Urgent Care	PHYSICIANS	Medical Ser	0	0	1	1	0	Unclassified	Full Time Employe		NEW FY2016
N026B	VACANT	Hosp Staff Physician - EMS	PHYSICIANS	Medical Ser	0	0	0.33	1	0.33		Part T	6/1/2015	Sidell, J.
N026C	VACANT	Hosp Staff Physician - EMS	PHYSICIANS	Medical Ser	0	0	0.34	1	0.34	Unclassified	Part T	2/14/2014	Hodge, S.
N035	VACANT	Hosp Staff Physician - EMS	PHYSICIANS	Medical Ser	0	0	0.5	1	0.5	Unclassified	Part T	2/23/2014	Duenas, V.
N037	VACANT	Hosp Staff Physician - Radiologist	PHYSICIANS	Medical Ser	0	0	0.5	1	0.5	Unclassified	Part T	9/30/2014	Mudd, D.
N042	VACANT	Hosp Staff Physician - Radiologist	PHYSICIANS	Medical Ser	0	0	0.5	1	0.5	Unclassified	Part T	9/9/2014	De Jesus, D.
N006	VACANT	Hosp Staff Physician - SNU	SNU-NURSING	Medical Ser	0	0	0.5	1	0.5		Part T	2/3/2012	Steele, J
					0	**0**	**22.92**	**30**	**4.92**				
4001	VACANT	Deputy Assistant Admin, Nursing	NSG - Administrat	Nursing	0	0	1	1	0	Unclassified	Full T	5/12/2015	Simbillo, J.
4002	VACANT	Hosp Nurse Supv 2	NSG - Administrat	Nursing	0	0	1	1	0		Full T	12/7/2016	Toves, W.
4004	VACANT	Hosp Unit Supv	NSG - Administrat	Nursing	0	0	1	1	0		Full T	1/19/2016	Cruz, R.
4036	VACANT	Patient Courier	NSG - Administrat	Nursing	0	0	1	1	0		Full T	8/20/2014	Quiaoit, B.
4147	VACANT	Hosp Nurse Supv 2	NSG - Administrat	Nursing	0	0	1	1	0		Full T	9/18/2015	Pinera, S.
4245	VACANT	Patient Courier	NSG - Administrat	Nursing	0	0	1	1	0		Full T	11/10/2014	Guayco, M
4304	VACANT	Patient Courier	NSG - Administrat	Nursing	0	0	1	1	0		Full T	6/10/2016	Franquez, M.
4365	VACANT	Hosp Nurse Supv 2	NSG - Administrat	Nursing	0	0	1	1	0		Full T	12/7/2016	Canovas, J.
4420	VACANT	Ward Clerk	NSG - Administrat	Nursing	0	0	1	1	0		Full T	7/25/2015	Cruz, D.
4453	VACANT	Administrative Aide	NSG - Administrat	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4606	VACANT	Patient Courier	NSG - Administrat	Nursing	0	0	1	1	0		Full T	6/8/2016	Dagupan, A.
2707	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	NSG - Emergency	Nursing	0	0	1	1	0		Full T	11/18/2016	de Leon, J
4067	VACANT	ER Technician	NSG - Emergency	Nursing	0	0	1	1	0		Full T	9/23/2016	Camat, E.
4142	VACANT	ER Technician	NSG - Emergency	Nursing	0	0	1	1	0		Full T	6/27/2016	Sherry,T
4286	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Emergency	Nursing	0	0	1	1	0		Full T	7/9/2016	Wong, V.
4358	VACANT	Graduate Nurse	NSG - Emergency	Nursing	0	0	1	1	0		Full T	10/19/2015	Sinamban, R.
4380	VACANT	Ward Clerk	NSG - Emergency	Nursing	0	0	1	1	0		Full T	12/7/2016	Acfalle, N.
4533	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	NSG - Emergency	Nursing	0	0	1	1	0		Full T	8/7/2016	Sana, S.
4540	VACANT	Staff Nurse 1	NSG - Emergency	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4610	VACANT	Staff Nurse 1	NSG - Emergency	Nursing	0	0	1	1	0		Full T	10/1/2015	San Agustin, D.
4743	VACANT	Staff Nurse 1	NSG - Emergency	Nursing	0	0	1	1	0		Full T	10/23/2014	M. Castillo
4745	VACANT	Staff Nurse 1	NSG - Emergency	Nursing	0	0	1	1	0		Full T	8/11/2015	La Rosa, M.

Doc. No. 34GL-17-0133.*

VACANT PT-FT REPORT
DECEMBER 2015

POSN_N	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/FT	VAC_DATE	VICE
4282A	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Emergency	Nursing	0	0	0.33	1	0.33	Part Time	Part T	2/28/2016	Pickman, S.
4296C	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Emergency	Nursing	0	0	0.34	1	0.34		Part Time Employee		
4333A	VACANT	Staff Nurse 1	NSG - Emergency	Nursing	0	0	0.33	1	0.33	Part Time	Part T	10/6/2015	Siapengco, A.
4333B	VACANT	Staff Nurse 1	NSG - Emergency	Nursing	0	0	0.33	1	0.33		Part T	9/3/2015	Dreibelbis, E.
4127	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Hemodialys	Nursing	0	0	1	1	0		Full T	8/4/2016	Santos, J.
4544	VACANT	Staff Nurse 1	NSG - Hemodialys	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4744	VACANT	Staff Nurse 1	NSG - Hemodialys	Nursing	0	0	1	1	0		Full T	2/8/2016	Camaganacan, E.
4011	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	10/3/2016	De Leon C
4055	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	1/22/2016	Pajela, A.
4151	VACANT	Graduate Nurse	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	3/17/2016	Mapalo, J.
4195	VACANT	Staff Nurse 2	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	9/23/2016	Fuertes, R.
4203	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	9/1/2016	Ting, C.
4208	VACANT	Graduate Nurse	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	2/15/2016	Golez, A.
4336	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	7/9/2016	Paguirigan, J.
4359	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	7/9/2016	Bansil, B.
4372	VACANT	Graduate Nurse	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	9/3/2015	Maminta, L.
4541	VACANT	Nurse Aide 1	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4542	VACANT	Staff Nurse 1	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4543	VACANT	Ward Clerk	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4607	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	6/19/2015	De Belen, A.
4282B	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - ICU/CCU/SF	Nursing	0	0	0.33	1	0.33		Part T	12/7/2016	Joya, G.
4284B	VACANT	Staff Nurse 2	NSG - ICU/CCU/SF	Nursing	0	0	0.33	1	0.33	Part Time	Part T	9/16/2015	Taijeron, S.
4527	VACANT	Nurse Aide 1	NSG - ICU/CCU/SF	Nursing	0	0	1	1	0		Full T	7/25/2015	Hualde, G.
4452	VACANT	Ward Clerk	NSG - Labor & De	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4813	VACANT	Ward Clerk	NSG - Labor & De	Nursing	0	0	1	1	0		Full T	6/1/2016	Garrido, R.
4451P	VACANT	Hosp Nurse Supv 2	NSG - Labor & De	Nursing	0	0	0.5	1	0.5	Retiree	Part T	9/4/2015	Mangrobang, A.
4185	VACANT	Obstetrical Technician	NSG - Labor & De	Nursing	0	0	1	1	0		Full T	6/15/2013	Osorio, J.
4291	VACANT	Ward Clerk	NSG - Labor & De	Nursing	0	0	1	1	0		Full T	9/30/2016	Castro, N.
4163	VACANT	Nurse Aide 1	NSG - Med Surg/N	Nursing	0	0	1	1	0		Full T	1/12/2016	Dewitt, L.

VACANT PT-FT REPORT

DECEMBER 2015

POSN_N	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/F	VAC_DATE	VICE
4385	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	NSG - Med Surg/N	Nursing	0	0	1	1	0		Full T	12/21/2015	Magat, E.
4446	VACANT	Staff Nurse 1	NSG - Med Surg/N	Nursing	0	0	1	1	0		Full T	8/7/2016	Nulud, K.
4507	VACANT	Staff Nurse 1	NSG - Med Surg/N	Nursing	0	0	1	1	0		Full T	1/15/2016	Carreon, L.
4715	VACANT	Staff Nurse 2	NSG - Med Surg/N	Nursing	0	0	1	1	0		Full T	11/20/2016	Bagonoc, A
4768	VACANT	Nurse Aide 1	NSG - Med Surg/N	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4769	VACANT	Ward Clerk	NSG - Med Surg/N	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4161	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - NICU/Nurse	Nursing	0	0	1	1	0		Full T	4/22/2016	Sablan, P
4201	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - NICU/Nurse	Nursing	0	0	1	1	0		Full T	7/7/2016	Santos, A.
4149A	VACANT	Staff Nurse 2	NSG - NICU/Nurse	Nursing	0	0	0.33	1	0.33	Part Time	Part T	11/20/2016	Sumaylo, R.
4448P	VACANT	Hosp Nurse Supv 2	NSG - NICU/Nurse	Nursing	0	0	0.5	1	0.5		Part T	11/28/2015	Mafnas, M.
4812	VACANT	Staff Nurse 1	NSG - OB/GYN/M	Nursing	0	0	1	1	0		Full T	11/28/2015	Martinez, S.
4816	VACANT	Staff Nurse 1	NSG - OB/GYN/M	Nursing	0	0	1	1	0		Full T	5/18/2016	Escano, C.
4817	VACANT	Staff Nurse 1	NSG - OB/GYN/M	Nursing	0	0	1	1	0		Full T	2/15/2016	Vasquez, L.
4818	VACANT	Nurse Aide 1	NSG - OB/GYN/M	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4819	VACANT	Hosp LPN 1	NSG - OB/GYN/M	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4820	VACANT	Staff Nurse 1	NSG - OB/GYN/M	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4821	VACANT	Ward Clerk	NSG - OB/GYN/M	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4021	VACANT	Staff Nurse 2	NSG - Operating R	Nursing	0	0	1	1	0		Full T	9/16/2016	Estira, M.
4061	VACANT	Hosp LPN 2	NSG - Operating R	Nursing	0	0	1	1	0		Full T	9/16/2016	Gicos, M.
4115	VACANT	OR Technician	NSG - Operating R	Nursing	0	0	1	1	0		Full T	10/1/2015	Olchondra, D.
4128	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Operating R	Nursing	0	0	1	1	0		Full T	3/21/2016	Bernardo, D.
4130	VACANT	Patient Courier	NSG - Operating R	Nursing	0	0	1	1	0		Full T	8/12/2016	Wolford, M.
4182	VACANT	Med Equip Technician	NSG - Operating R	Nursing	0	0	1	1	0		Full T	5/20/2016	Bersamin, M.
4259	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Operating R	Nursing	0	0	1	1	0		Full T	7/23/2016	Nauta, E.
4260	VACANT	Staff Nurse 1	NSG - Operating R	Nursing	0	0	1	1	0		Full T	11/19/2015	Quinata, T.
4401	VACANT	Patient Courier	NSG - Operating R	Nursing	0	0	1	1	0		Full T	8/17/2015	Templanza, H
4707	VACANT	Staff Nurse 1	NSG - Operating R	Nursing	0	0	1	1	0		Full T	6/8/2016	Guinihin,E
4325B	VACANT	Staff Nurse 2	NSG - Operating R	Nursing	0	0	0.33	1	0.33	Part Time	Part T	12/7/2015	Buentipo, B.
4332A	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Operating R	Nursing	0	0	0.33	1	0.33		Part T	10/18/2015	Ganon, R.
4332C	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Operating R	Nursing	0	0	0.34	1	0.34		Part T	2/12/2016	Alave, V
4433A	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	NSG - Operating R	Nursing	0	0	0.5	1	0.5		PartT	8/5/2016	Austria, G.

VACANT PT-FT REPORT
DECEMBER 2015

POSN_N	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/FT	VAC_DATE	VICE
2724	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Pediatrics/N	Nursing	0	0	1	1	0		Full T	7/20/2015	Alfonso, L
4322	VACANT	Hosp LPN 1	NSG - Pediatrics/N	Nursing	0	0	1	1	0		Full T	11/25/2015	Mendiola, H.
4343	VACANT	Staff Nurse 1	NSG - Pediatrics/N	Nursing	0	0	1	1	0		Full T	12/4/2015	Crisostomo, T
4416	VACANT	Ward Clerk	NSG - Pediatrics/N	Nursing	0	0	1	1	0		Full T	3/28/2016	Perez, F
4708	VACANT	Staff Nurse 1	NSG - Pediatrics/N	Nursing	0	0	1	1	0		Full T	11/21/2015	San Luis, Q.
4822	VACANT	Staff Nurse 1	NSG - Pediatrics/N	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4823	VACANT	Ward Clerk	NSG - Pediatrics/N	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4103	VACANT	Staff Nurse 1	NSG - Progressive	Nursing	0	0	1	1	0		Full T	6/10/2016	Del Rosario, M
4131	VACANT	Staff Nurse 1	NSG - Progressive	Nursing	0	0	1	1	0		Full T	6/21/2016	Stewart. M
4261	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Progressive	Nursing	0	0	1	1	0		Full T	9/30/2016	Sapalo-Salas, D.
4268	VACANT	Nurse Aide 2	NSG - Progressive	Nursing	0	0	1	1	0		Full T	7/9/2016	Vargas, M.
4278	VACANT	Ward Clerk	NSG - Progressive	Nursing	0	0	1	1	0		Full T	12/24/2016	Santos, J.
4298	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Progressive	Nursing	0	0	1	1	0		Full T	1/19/2016	Tuquero, C.
4306	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Progressive	Nursing	0	0	1	1	0		Full T	3/19/2016	Santos, A
4311	VACANT	Staff Nurse 2	NSG - Progressive	Nursing	0	0	1	1	0		Full T	12/7/2016	Mateo, D.
4314	VACANT	Ward Clerk	NSG - Progressive	Nursing	0	0	1	1	0		Full T	12/7/2016	White, R.
4506	VACANT	Staff Nurse 1	NSG - Progressive	Nursing	0	0	1	1	0		Full T	12/24/2016	Ponio, K.
4602	VACANT	Staff Nurse 1	NSG - Progressive	Nursing	0	0	1	1	0		Full T	11/12/2016	Santos, F.
4605	VACANT	Staff Nurse 1	NSG - Progressive	Nursing	0	0	1	1	0		Full T	11/15/2016	Gonzales, V.
4718	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Progressive	Nursing	0	0	1	1	0		Full T	8/26/2016	Unsay J
9052	VACANT	Nurse Aide 2	NSG - Progressive	Nursing	0	0	1	1	0		Full T	8/30/2016	Robang. M.
4415B	VACANT	Staff Nurse 2	NSG - Progressive	Nursing	0	0	0.5	1	0.5	Part Time	Part T	12/26/2016	Unsay, J
4713A	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Progressive	Nursing	0	0	0.33	1	0.33		Part T	3/21/2016	Bagonoc, K
4713B	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	NSG - Progressive	Nursing	0	0	0.33	1	0.33	Part Time	Part T	1/21/2016	Bondoc, A.
4106	VACANT	Staff Nurse 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	5/3/2016	Tadeo, P.
4155	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	11/1/2015	Cordova, J.
4206	VACANT	Staff Nurse 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	9/23/2016	Cuna, A.
4219	VACANT	Staff Nurse 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	12/7/2016	Cruz, D.
4288	VACANT	Staff Nurse 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	10/30/2016	Morales, MJ
4399	VACANT	Nurse Aide 2	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	5/14/2016	Reyes, J
4604	VACANT	Staff Nurse 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	6/30/2011	Somera, M

VACANT PT-FT REPORT
DECEMBER 2015

POSN_N	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/F	VAC_DATE	VICE
4608	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	10/1/2015	Sotomil, G.
4611	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	7/19/2016	Canete, D.
4762	VACANT	Staff Nurse 1	NSG - Surgical/Me	Nursing	0	0	1	1	0		Full T	7/9/2016	Fausto, M.
4357C	VACANT	Staff Nurse 2	NSG - Surgical/Me	Nursing	0	0	0.34	1	0.34		Part T	8/17/2015	Dizon, L.
4007	VACANT	Hosp Nurse Supv 2	SNU-NURSING	Nursing	0	0	1	1	0		Full T	8/23/2015	Gozum, J
4360	VACANT	Staff Nurse 1	SNU-NURSING	Nursing	0	0	1	1	0		Full T	9/6/2016	Burhans, D.
4632	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	SNU-NURSING	Nursing	0	0	1	1	0		Full T	12/7/2016	Gozum, J.
4635	VACANT	Staff Nurse 1	SNU-NURSING	Nursing	0	0	1	1	0		Full T	7/11/2016	Sevillo, M.
4640	VACANT	Nurse Aide 1	SNU-NURSING	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
4641	VACANT	Staff Nurse 1	SNU-NURSING	Nursing	0	0	1	1	0		Full Time Employe		NEW FY2017
					0	**0**	**112.32**	**123**	**6.32**				
6001	VACANT	Cook 2	DIETARY	Professiona	0	0	1	1	0		Full T	8/10/2016	Panelinan, J.
6019	VACANT	Food Svc Worker	DIETARY	Professiona	0	0	1	1	0		Full T	9/14/2015	Osorio, R.
6023	VACANT	Supply Clerk	DIETARY	Professiona	0	0	1	1	0		Full T	8/31/2013	Buan Kane, M
6030	VACANT	Clinical Dietitian 2	DIETARY	Professiona	0	0	1	1	0		Full T	3/23/2016	Gersaniba, M.
6901	VACANT	Administrator,Hosp Food Services	DIETARY	Professiona	0	0	1	1	0		Full T	9/19/2014	San Nicolas, C.
6009A	VACANT	Food Svc Worker	DIETARY	Professiona	0	0	0.33	1	0.33	Part Time	Part T	5/1/2015	Castro, C.
6009C	VACANT	Food Svc Worker	DIETARY	Professiona	0	0	0.34	1	0.34	Part Time	Part T	10/23/2016	Ksua, A.
6012A	VACANT	Food Svc Worker	DIETARY	Professiona	0	0	0.25	1	0.25	Part Time	Part T	7/6/2016	Curtis, M.
6012C	VACANT	Food Svc Worker	DIETARY	Professiona	0	0	0.25	1	0.25		Part T	12/18/2014	Butaud, Matilda M.
6915B	VACANT	Special Diet Asst	DIETARY	Professiona	0	0	0.33	1	0.33	Part Time	Part T	8/6/2016	Valencia, A.
6915C	VACANT	Special Diet Asst	DIETARY	Professiona	0	0	0.34	1	0.34		Part T	8/7/2016	Casin, R.
6802	VACANT	Lab Svcs Asst Administrator	LABORATORY	Professiona	0	0	1	1	0		Full T	5/25/2012	Pangelinan, G
6823	VACANT	Auxiliary Worker	LABORATORY	Professiona	0	0	1	1	0		Full T	12/23/2014	Lumba, E.
6828	VACANT	Hosp Lab Technologist 2	LABORATORY	Professiona	0	0	1	1	0		Full T	9/26/2014	Santa Cruz, E.
6831	VACANT	Med Lab Technician 2	LABORATORY	Professiona	0	0	1	1	0		Full T	6/10/2016	Manlutac, G.
6836	VACANT	Med Lab Technician 2	LABORATORY	Professiona	0	0	1	1	0		Full T	3/31/2016	Ceria, Lyn P.
6847	VACANT	Med Lab Technician 1	LABORATORY	Professiona	0	0	1	1	0		Full T	9/2/2016	Taitano, D.
6849	VACANT	Hosp Lab Technologist 2	LABORATORY	Professiona	0	0	1	1	0		Full T	10/31/2014	Meier, C.
6852	VACANT	Hosp Lab Technologist 1	LABORATORY	Professiona	0	0	1	1	0		Full T	12/31/2014	Mantanona, S.
6858	VACANT	Med Lab Technician 1	LABORATORY	Professiona	0	0	1	1	0		Full T	6/10/2016	Perea, M.
6859	VACANT	Hosp Lab Technologist 1	LABORATORY	Professiona	0	0	1	1	0		Full T	1/8/2016	Chartier, S.
6862	VACANT	Hosp Lab Phlebotomist 1	LABORATORY	Professiona	0	0	1	1	0		Full T	7/22/2016	Arnold, E.
6818B	VACANT	Hosp Lab Technologist 1	LABORATORY	Professiona	0	0	0.33	1	0.33		Part Time Employee		

VACANT PT-FT REPORT
DECEMBER 2015

POSN_I	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/F	VAC_DATE	VICE
6818C	VACANT	Hosp Lab Technologist 1	LABORATORY	Professiona	0	0	0.34	1	0.34		Part Time Employee		
6825A	VACANT	Med Lab Technician 1	LABORATORY	Professiona	0	0	0.33	1	0.33		Part T	8/21/2016	Pajela, A.
6825B	VACANT	Med Lab Technician 1	LABORATORY	Professiona	0	0	0.33	1	0.33	Part Time	Part T	8/1/2015	Tugade, R.
6846A	VACANT	Med Lab Technician 3	LABORATORY	Professiona	0	0	0.33	1	0.33	Part Time	Part T	7/16/2016	Celis, J.
4083	VACANT	Hosp LPN 1	ONCOLOGY	Professiona	0	0	1	1	0		Full T	9/16/2016	David, L.
4207	VACANT	Staff Nurse 1	ONCOLOGY	Professiona	0	0	1	1	0		Full T	12/22/2015	Verzosa, K.
4363	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	ONCOLOGY	Professiona	0	0	1	1	0		Full T	6/26/2015	Macalinao, P.
6709	VACANT	Hosp Pharmacy Technician 1	PHARMACY	Professiona	0	0	1	1	0		Full T	10/29/2016	Rio, J
6713	VACANT	Hosp Pharmacy Technician 2	PHARMACY	Professiona	0	0	1	1	0		Full T	10/31/2016	Leon Guerrero, G.
6721	VACANT	Hosp Pharmacy Technician 1	PHARMACY	Professiona	0	0	1	1	0		Full T	12/14/2016	Golez, R.
6728	VACANT	Hosp Pharmacy Technician 2	PHARMACY	Professiona	0	0	1	1	0		Full T	9/30/2016	Paulino, G.
6744	VACANT	Hosp Pharmacy Technician 1	PHARMACY	Professiona	0	0	1	1	0		Full Time Employe		NEW FY2016
6745	VACANT	Hosp Pharmacy Technician 1	PHARMACY	Professiona	0	0	1	1	0		Full Time Employe		NEW FY2016
6708A	VACANT	Hosp Pharmacist	PHARMACY	Professiona	0	0	0.33	1	0.33		Part T	6/24/2015	Querimit, D.
6746P	VACANT	Hosp Pharmacist	PHARMACY	Professiona	0	0	0.5	1	0.5		Part Time Employe		NEW FY2016
6604	VACANT	Nuclear Medicine Technologist	RADIOLOGY IMAG	Professiona	0	0	1	1	0		Full T	4/27/2015	Kinlaw, W.
6614	VACANT	Hosp Rad Technologist 1	RADIOLOGY IMAG	Professiona	0	0	1	1	0		Full T	8/19/2016	Lecenta, J.
6621	VACANT	Med Transcriptionist	RADIOLOGY IMAG	Professiona	0	0	1	1	0		Full T	11/1/2016	Odulio, A.
7902	VACANT	Staff Nurse 2	RADIOLOGY IMAG	Professiona	0	0	1	1	0		Full T	12/27/2016	De Belen, F.
6610A	VACANT	Hosp Rad Technologist 2	RADIOLOGY IMAG	Professiona	0	0	0.5	1	0.5		Part T	8/25/2016	Decipulo, K.
6610B	VACANT	Hosp Rad Technologist 2	RADIOLOGY IMAG	Professiona	0	0	0.5	1	0.5		Part T	1/6/2016	Ozurumba, E.
9034B	VACANT	Diagnostic Med Sonographer 1	RADIOLOGY IMAG	Professiona	0	0	0.5	1	0.5		Part T	3/3/2015	Salas, F.
6501	VACANT	Hosp Physical Therapist 1	REHAB SERVICES	Professiona	0	0	1	1	0		Full T	7/6/2016	Datu, A
6505	VACANT	Hosp Rehab Tech 1	REHAB SERVICES	Professiona	0	0	1	1	0		Full T	9/29/2016	Brown, F.
6507	VACANT	Speech Language Pathologist	REHAB SERVICES	Professiona	0	0	1	1	0		Full T	10/27/2015	Torres, M.
6519	VACANT	Hosp Occup Therapist 2	REHAB SERVICES	Professiona	0	0	1	1	0		Full T	8/13/2016	Campos, L.
5909	VACANT	Respiratory Therapist 2	RESPIRATORY CAI	Professiona	0	0	1	1	0		Full T	5/4/2016	Roa, J.
5913	VACANT	Respiratory Therapist 2	RESPIRATORY CAI	Professiona	0	0	1	1	0		Full T	7/11/2015	Basilio, R.
4808A	VACANT	Respiratory Therapist 2	RESPIRATORY CAI	Professiona	0	0	0.5	1	0.5		Part T	7/22/2015	Marante, Y.
6514	VACANT	Hosp Occup Therapist 2	SNU - REHAB SER	Professiona	0	0	1	1	0		Full T	8/11/2015	Royster, M.
6522	VACANT	Hosp Rehab Tech 3	SNU - REHAB SER	Professiona	0	0	1	1	0		Full T	9/16/2016	Cruz, P.
7912	VACANT	Special Svcs Technician 3	SPECIAL SERVICES	Professiona	0	0	1	1	0		Full T	8/29/2014	Kang, S.
7913P	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	SPECIAL SERVICES	Professiona	0	0	0.5	1	0.5		Part T	10/10/2013	Pierce, J.
7920A	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	SPECIAL SERVICES	Professiona	0	0	0.5	1	0.5		Part Time Employe		NEW FY2016

VACANT PT-FT REPORT
DECEMBER 2015

POSN_I	NAME	POSITION TITLE	DEPT_NAME	DIVISION_N	FILL	ACTUAL_F	VAC	ACTUAL_VAC		TYPE_OF_APPT	PT/F	VAC_DATE	VICE
7920B	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	SPECIAL SERVICES	Professiona	0	0	0.5	1	0.5		Part Time Employe		NEW FY2016
7921A	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	SPECIAL SERVICES	Professiona	0	0	0.5	1	0.5		Part Time Employe		NEW FY2016
7921B	VACANT	Hosp Staff Nurse 2 - Clinical Level 2	SPECIAL SERVICES	Professiona	0	0	0.5	1	0.5		Part Time Employe		NEW FY2016
4532	VACANT	Hosp Staff Nurse 2 - Clinical Level 1	Urgent Care	Professiona	0	0	1	1	0		Full T	9/2/2015	Maniago, A.
					0	**0**	**47.83**	**61**	**8.83**				
					0	0	245.07	281	25.07				

Department Worksheet Report
December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
Administration	**14**	**0**	**14**	**14**	**0**	**0**	**0**	**0**		**4**	**4**	**18**	**18**
Administration	9	0	9	9						2	2	11	11
									2004 Assoc Hosp Operations Svc				
									2021 Admin. Asst				
Compliance Office	5	0	5	5						2	2	7	7
									2024 Admin, Quaslity, Patient Safety				
									2025 Patient Safety Officer				
Administrative Support - Operations	**163**	**0**	**163**	**162**	**4**	**2**	**0**	**0**	**0**	**34**	**35**	**197**	**197**
Communication Center	8	0	8	8						1	1	9	9
									2608 Telephone Operator				
CSR	10	0	10	10						1	1	11	11
									4190 MET				
Facilities Maintenance	32	0	32	32						8	8	40	40
									7202 Trades Helper				
									7212 Main. Worker				
									7213 Main Worker				
									7221 Hosp Fac & Maint Manager				
									7234 Electronic Tech 1				
									7236 Hosp Fac & Maint Asst Manager				
									7243 Main Worker				
									7252 Main Worker				
Guest Relations	2	0	2	2						0	0	2	2
Housekeeping	39	0	39	41	3					11	9	50	50
									7106 HEST 2				
									7135 hest1				
									7142 laundry mgr				

Doc. No. 34GL-17-0133.*

Department Worksheet Report

December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
									7148 Hest 2				
									7163 Bldg Custodian				
									7164 Bldg Custodian				
									7170 Bldg Custodian				
									7171 Bldg Custodian				
									7172 Bldg Custodian				
									7173 Bldg Custodian				
									9029 hest 1				
Laundry	0	0	0	0						0	0	0	0
Human Resources	9	0	9	9						0	0	9	9
Information Svc (Data Processi	9	0	9	9						4	4	13	13
									8080 Computer Systems Analyst 2				
									8084 Computer Prg III				
									8085 Computer Operator Supv				
									8095 Systems Programmer				
Materials Management	16	0	16	16						2	2	18	18
									9001 Hosp Materials Mgmt Admin				
									6722 Supply Clerk				
Planning	3	0	3	3						1	1	4	4
									2008 Prg Coord 1				
Safety	3	0	3	3						0	0	3	3
Security	21	0	21	19	1	2				5	7	26	26
									2826 guard				
									2832 Guard				

Department Worksheet Report
December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
									2834 guard				
									2840 GUARD				
									2844 guard				
SNU- Fac & Maint	3	0	3	3						0	0	3	3
SNU- Housekeeping	6	0	6	5						0	1	6	6
SNU- Security	2	0	2	2						1	1	3	3
									2202 Guard				
Fiscal	**98**	**0**	**98**	**97**	**1**	**2**	**1**	**0**		**29**	**30**	**127**	**122**
General Accounting	18	0	18	18	1					4	4	22	22
									6726 ACCTG TECH 1				
									8819 Accountant 3				
									8829 Payroll Clerk 3				
									8842 Accounting Tech 1				
Medical Records	29	0	29	29						7	7	36	33
									6149 Med Records Clerk				
									6151P Med Records Clerk				
									6152P Med Records Clerk				
									6153P Med Records Clerk				
									6154P Med Records Clerk				
									6159P Med Records Coder				
									6160P Med Records Coder				
Patient Affairs	31	0	31	29		2				14	16	45	43
									8001 Business Office Mgr				
									8025 Acctg Tech 2				

Department Worksheet Report

December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
									8029 Acctg Tech 1				
									8037 Acctg Tech 1				
									8838 Acctg Tech 1				
									8848 DCC 1				
									8849 Acctg Tech 2				
									8850 Acctg Tech 2				
									8852 Mgmt Analyst 2				
									8853 Mgmt Analyst 2				
									8846A Clerk 3				
									8846B Clerk 3				
									8847A Collection Agt				
									8847B Collection Agt				
Patient Registration	20	0	20	21			1			4	3	24	24
									8046 PSR				
									8060 PSR				
									8064 PS Supv				
									8069 PSR				
Medical	**64**	**25**	**39**	**64**	**0**	**1**	**0**	**0**		**30**	**30**	**94**	**72**
Anesthesia	0	0	0	0						6	6	6	5.5
									F006 HOSP STAFF PHY-ANESTHESIOLOGIST				
									N043 Hosp Staff Phy-Anesthesiologist				
									N011 Hosp Staff Phy-Anesthsiologist				
									N030-Hosp Staff Phy-Anesthesiologist				
									N033 Hosp Staff Phy-Anesthesiologist				
									N044 Hosp Staff Phy-Anesthesiologist				
Employee Health	2	0	2	2						0	0	2	2
Infection Control	2	0	2	2						0	0	2	2

Department Worksheet Report
December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
Medical Staff	3	0	3	3						1	1	4	4
									2419 Hosp Cred Coord				
Quality Management	7	0	7	7						0	0	7	7
Staff Physicians	50	25	25	50		1				23	23	73	51.5
									C011-Hosp Staff Phy-EMS				
									F002 ICU/CCU/RESP SVCS DIR/ON CALL PUL				
									F004 Hosp Staff Phy-EMS				
									F005B CARDIOLGIST-HEART TEAM				
									F007A - Hosp Staff Phy - Radiologist				
									F007D-Hosp Staf Phy-Radiologist				
									F009P Hosp Staff Phy-Internal Medicine				
									F018 HOSP GEN SURGEON/DIR OF TRAMA				
									F021 Hosp Staff Phy-Oncologist				
									F024 Hosp Staff Phy-Pediatric				
									F027 Hospitalist-Infectious Disease				
									F028 Hospitalist-Neurologist				
									F029 Hospitalist-Pulmonology				
									F030 NP#1-Urgent Care				
									F031 NP#1-Urgent Care				
									F035-Phy-Urgent Care				
									N006 HOSP STAFF PYS-SNU				
									N024 HOSP STAFF PHY-EMS				
									N026B Hosp Staff Phy -EMS				
									N026C Hosp Staff Phy -EMS				
									N035 Hosp Staff Phy-EMS				
									N037-Hosp Staff Phy Radiologist				
									N042 Hosp Staff Phy - Radiologist				

Department Worksheet Report
December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
Nursing	**460**	**29**	**431**	**470**	**0**	**2**	**3**	**0**		**123**	**112**	**583**	**555**
Nursing Administration	18	0	18	20						11	8	29	29
									4001 Deputy Asst Admin Nursing				
									4002 Hosp Nurse Supv 2				
									4004 Hosp Unit Supvr				
									4036 Patient Courier				
									4147 Hosp Nurse Supv 2				
									4245 Patient Courier				
									4304 Patient Courier				
									4635 Hosp Nurse Supv 2				
									4420 Patient Courier				
									4453 Admin Aide				
									4606 Patient Courier				
Emergency Room	53	9	44	53		1				15	15	68	59.83
									4067 ERT				
									4142 ER Tech				
									4217 HSN2-CL2				
									4286 HSN2-CL2				
									4358 Grad Nurse				
									4533 HSN2-CL1				
									4610 SN1				
									4743 SN1				
									4745 SN1				
									4282A HSN2-CL2				
									4296B HSN2-CL2				
									4296C HSN2-CL2				
									4333A SN1				
									4333B SN1				
									4540 SN1				
Hemodialysis	12	0	12	11						3	4	15	15

Department Worksheet Report

December 2016

	CURRENT	PART	FULL	PREVIOUS		NEW	RESIGN/TERM			CURRENT	PREVIOUS	TOTAL	TOTAL
DIVISION	EMP	TIME	TIME	EMP	PROMOTE	HIRES	TERM	RETIRE	VACANCIES	VACANT	VACANT	POSITIONS	BUDGETED
									4127 HSN2-CL2				
									4544 SN1				
									4744 SN1				
ICU/CCU	30	3	27	31		1				16	15	46	42.67
									4011 HSN2-CL2				
									4055 HSN2-CL2				
									4151 Grad Nurse				
									4195 SN2				
									4203 HSN2-CL2				
									4208 Grad Nurse				
									4336 HSN2-CL2				
									4359 HSN2-CL1				
									4372 Grad Nurse				
									4527 NA1				
									4541 NA1				
									4542 SN1				
									4543 Ward Clerk				
									4607 HSN2-CL2				
									4282B HSN2-CL2				
									4284B SN2				
Labor & Delivery	33	2	31	33						5	5	38	36.5
									4185-OB TECH				
									4813 Ward Clerk				
									4451P HOSP NURSE SUPV 2				
									4291 Ward Clerk				
									4452 Ward Clerk				
Medical Surgical	57	4	53	57						7	7	64	62
									4163 NA1				
									4385 HSN2-CL 2				

Department Worksheet Report

December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
									4446-SN1				
									4507 SN1				
									4715 sn2				
									4768 NA1				
									4769 WARD CLERK				
NICU/Nursery	30	3	27	31						4	3	34	31
									4161 HSN2-CL2				
									4201 HSN2-CL1				
									4149A SN2				
									4448P HOSP NURSE SUPV 2				
OB/GYN	28	0	28	28						7	7	35	35
									4812 SN1				
									4816 SN1				
									4817 SN1				
									4818 NA1				
									4819 Hosp LPN1				
									4820 SN1				
									4821 Ward Clerk				
Operating Room	31	3	28	31						14	14	45	40.5
									4021 SN2				
									4061 Hosp LPN2				
									4115 ORT				
									4128 HSN2-CL2				
									4130 PT. COURIER				
									4182 MET				
									4259 SN2				
									4260 SN1				
									4401 PT. COURIER				
									4707 SN1				
									4325B SN2				
									4332A HSN2-CL2				

Department Worksheet Report

December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
									4332C HSN2-CL2				
									4433A SN2				
Pediatric	27	1	26	27						7	7	34	33.5
									2724 HSN2-CL2				
									4322 HOSP LPN 1				
									4343 SN1				
									4416 WARD CLERK				
									4708 SN1				
									4822 SN1				
									4823 Ward Clerk				
Progress Care Unit-PCU	56	2	54	61			3			17	12	73	70
									4103 SN1				
									4131 SN1				
									4261 HSN2-CL2				
									4268 NA2				
									4278 ward clerk				
									4298 HSN2-CL2				
									4306 HSN2-CL2				
									4311 sn2				
									4314 ward clerk				
									4506 sn1				
									4602 sn1				
									4605 sn1				
									4718 sn2				
									9052 NA2				
									4415B Sn2				
									4713A SN2				
									4713B SN2				

Department Worksheet Report
December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
Skilled Nursing Unit	37	0	37	38						6	5	43	43
									4007 HOSP NURSE SUPV 2				
									4360 SN1				
									4632 HSN2-CL1				
									4635 SN1				
									4640 NA1				
									4641 SN1				
Surgical	48	2	46	49						11	10	59	57
									4106 SN1				
									4155 HSN2-CL1				
									4206 SN1				
									4219 SN1				
									4288 SN1				
									4399 NA2				
									4604 SN1				
									4608 HSN2-CL1				
									4611 HSN2-CL2				
									4762 SN1				
									4357C SN2				
Professional Support	**218**	**24**	**194**	**217**	**1**	**2**	**0**	**0**		**61**	**64**	**279**	**251**
Dietary	47	9	38	45		1				11	13	58	48.5
									6001 Cook 2				
									6019 FSW				
									6023 supply clk				
									6901-Admin, Hosp Fd Svcs				
									6009A FSW				
									6009c fsw				
									6012A FSW				
									6012C FSW				
									6030 Clinical Diet 2				
									6915b Special Diet Asst				

Department Worksheet Report
December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
									6915C Special Diet Asst				
Hospital Education	2	0	2	2						0	0	2	2
Laboratory	39	4	35	39						16	16	55	49
									6802 Lab Svs Asst Admin				
									6823 Auxiliary Worker				
									6828 Hosp Lab Tech 2				
									6831 MLT 1				
									6836 Hosp Lab Tech 1				
									6847 MLT1				
									6849 Hosp Lab Tech 2				
									6852 Hosp Lab Tech 1				
									6858 MLT 1				
									6859 Hosp Lab Tech 1				
									6862 HOSP LAB PHLEBOTOMIST 1				
									6818B Hosp Lab Tech 1				
									6818C Hosp Lab Tech 1				
									6825A MLT1				
									6825B MLT1				
									6846A MED LAB TECH 3				
Oncology	1	0	1	1						3	4	4	4
									4083 Hosp LPN1				
									4207 SN1				
									4363 HSN2-CL2				
Pharmacy	33	2	31	34						8	7	41	38.5
									6709 Hosp Pharmacy Tech 1				
									6713 Hosp Pharmacy Tech 2				

Department Worksheet Report
December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
									6721 Hosp Pharmacy Tech 1				
									6728 Hosp Pharmacy Tech 1				
									6744 Hosp Pharmacy Tech 1				
									6745 Hosp Pharmacy Tech 1				
									6708A Hosp Pharmacist				
									6746P Hosp Pharmacist				
Radiology Imaging Services	26	1	25	26		1				7	7	33	31
									4334 Hosp Rad Tech 2				
									6604 Nuclear Med Technologist				
									6614 Hosp Rad Technologist 1				
									6621 Med Transcriptionist				
									6610A Hosp Rad Technologist 1				
									6610B Hosp Rad Technologist 1				
									9034B Diagnostic Med Sonographer 1				
Rehabilitative Services	19	6	13	18						4	5	23	19
									6501 Hosp phys therapist 1				
									6505 Hosp Rehab Tech 1				
									6507 Sp Lang Pathologist				
									6519 Hosp Occup Therapist 2				
Respiratory	23	1	22	23	1					3	3	26	25
									5909 Resp Therapit 2				
									5913 Resp Therapist 2				
									4808A Resp Therapist 2				
SNU- Dietary	7	1	6	8						0	0	7	6.5
SNU- Rehabilitative Svcs	2	0	2	2						2	2	4	4
									6522 Hosp Rehab Tech 3				
									6514 Hosp Occ Therapist 2				

Department Worksheet Report
December 2016

DIVISION	CURRENT EMP	PART TIME	FULL TIME	PREVIOUS EMP	PROMOTE	NEW HIRES	RESIGN/TERM TERM	RESIGN/TERM RETIRE	VACANCIES	CURRENT VACANT	PREVIOUS VACANT	TOTAL POSITIONS	TOTAL BUDGETED
SNU - Social Services	2	0	2	2						0	0	2	2
Social Services	4	0	4	4						0	0	4	4
Special Services	10	0	10	10						6	6	16	13.5
									7912 Sp. Svcs Tech 3				
									7913P HSN2-CL2				
									7920A HSN2-CL2				
									7920b HSN2-CL2				
									7921A HSN2-CL2				
									7921B HSN2-CL2				
Urgent Care	3	0	3	3						1	1	4	4
									4532 Hosp SN2-CL1				
TOTAL	**1017**	**78**	**939**	**1024**	**6**	**9**	**4**	**0**		**281**	**275**	**1298**	**1215**